Government of Kerala
1984.

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SUPPLEMENTS

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PART I

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Kerala Gazette No. 20 dated 15th May 1984
PART I

GOVERNMENT OF KERALA

General Administration (Services D) Department

CIRCULAR

No. 23815/SD4/84/GAD. *Dated, Trivandrum, 24th April* 1984.

Sub:—Public Services—Recruitment—Vacancies once reported to the Public Service Commission—Discontinuance—Instructions issued—

Ref:—1. G.O. MS. No. 232/71/PD dated 12-8-1971

2. Circular No. 36199/SD4/81/GAD dated 2-6-1981.

3. Letter No. CRI (5) 4894/83/GW dated 4-10-1983 from the Secretary, Kerala Public Service Commission, Trivandrum.

Government in the G.O. first cited, have ordered that the appointing authorities should report to the Public Service Commission the vacancies estimated for one year in each category of posts separately. It was also ordered that appointing authorities should exercise extreme deligence and accuracy in reporting vacancies to the Public Service Commission, that when once the vacancies are reported to the Commission they should neither be cancelled nor reduced, that the date of occurrence of the vacancy should be treated as the crucial date for deciding the method of appointment and that the practice, if any, of filling up vacancies by promotion/transfer after reporting the vacancies to the Commission should be discontinued. The appointing authorities were also directed to ensure that the vacancies once reported to the Public Service Commission are kept open for regular appointment on their advice. In the circular cited all appointing authorities were directed to follow the above orders scrupulously. The Kerala Public Service Commission has, in the letter third cited, pointed out that violation of the above orders and instructions is still being noticed and has requested that necessary instructions may be issued to all Heads of Departments and Departments of the Secretariat.

2. The prevalence of the practice pointed out by the Commission is against Government policy and should be put an end to. All Heads of Departments/Appointing Authorities and the Departments in the Secretariat are therefore directed to ensure that the above orders and instructions of the Government are followed scrupulously and that the vacancies once reported to the Public Service Commission for direct recruitment are not cancelled or reduced or filled up by other methods such as promotion, transfer or deputation etc.

M. Dandapani,
Commissioner and Secretary to Government.

C. 605. [P.T.O.]

To

All Appointing Authorities
All Heads of Departments
All Departments (all sections) of the Secretariat
The Secretary, Kerala Public Service Commission (with C.L.)
The Registrar, High Court, Ernakulam ,,
The Registrar, University of Kerala/Calicut/Cochin ,,
The Registrar, Kerala Agricultural University, Trichur ,,
The General Manager, K. S. R. T. C, Trivandrum. ,,
The Advocate General, Ernakulam ,,
The Secretary, Kerala State Electricity Board, Trivandrum ,,
The Secretary to Governor
The Private Secretaries to the Chief Minister and other Ministers
The Private Secretary to Speaker, Legislative Assembly, Trivandrum
The Private Secretary to the Leader of Opposition, MLA Hostel, Trivandrum
The Under Secretary to the Chief Secretary

Kerala Gazette No. 20 dated 15th May 1984.
PART I

GOVERNMENT OF KERALA

Labour(A) Department

NOTIFICATION

G. O. (Rt.) No. 75/84/LBR. *Dated, Trivandrum, 18th January 1984.*

The award of the Labour Court, Quilon in respect of the dispute between the President, Edathua Service Co-operative Bank Ltd. No. 13, Edathua and the workman of the above concern namely Shri V. C. Varghese, Vallapurakkal House, Changanacherry received by Government on 26-12-1983 is hereby published under section 17 of the Industrial Disputes Act, 1947 (Central Act XIV of 1947).

By order of the Governor,
K. SIVADASAN,
Deputy Secretary to Government.

In the Labour Court, Quilon

Monday the 19th day of December, 1983/28th Agrahayana, 1905.

Present:

SMT. C. VISALAKSHI AMMA, B. A., B. L.,

Presiding Officer

In

INDUSTRIAL DISPUTE No. 38/79

Between:

The President, Edathua Service Co-operative Bank Ltd.,
No. 13, Edathua

And

The workman of the above concern namely Shri V. C. Varghese,
Vallapurakkal House, Changanacherry.

Representations:

Shri K. P. Somarajan,
Advocate, Alleppey. .. For *the Management*

Shri R. Sankaran Kutty,
Advocate, Alleppey. .. For *the workman*

G. A. 213/L

AWARD

This Industrial Dispute was referred for adjudication by the Government of Kerala as per G. O. (Rt.) No. 1416/79 I. & H dated 10-10-1979 and the issue referred was:—

"Dismissal of Sri. V. C. Varghese, former Secretary of the Edathuva Service Co-operative Bank Ltd., No. 13, Edathuva".

2. The workman appeared before this Court and filed his claim statement raising the following allegations:—

He was appointed as the Secretary of the Bank in April, 1960 and he continued as such till 20th December, 1976 on which date he was kept under suspension. At the time of suspension he was getting a total emoluments of Rs. 365. In the order of suspension three charges of misconduct were alleged against him. Subeequently on 1-4-1977 another memo of charges was served on him. The charges contained in the second memo were totally different from the previous charges framed against him as per the suspension order the charges were:—

(i) There was considerable deficiency in the case of certain items of manures when the workers entrusted over charges to the new Secretary of the Bank on 22-1-1977. There was also deficiency in the stock of pesticides.

(ii) He had caused wrongful loss to the management by the unauthorised sale of Calcium Carbonate on credit basis.

(iii) He misappropriated a sum of Rs. 1,367. 10 from out of the amount received by him for purchase of Calcium Carbonate.

(iv) He also misappropriated a sum of Rs. 1,625 by fabricating the accounts for the year 1974-75.

The explanation submitted by him was found unsatisfactory and hence an enquiry was ordered by the management. The enquiry officer found that all the charges except one have been established. The findings of the enquiry officer was accepted by the managing committee and on the basis of that report he was dismissed from the service of the bank with effect from 20-12-1976. In fact he is not guilty in any of the charges. Two of the members of the managing committee had some personal grudge against him and hence at their instance these enquiry proceedings and disciplinary action were actuated with a malafide intention of wreaking vengeance. The enquiry officer was also biased. The enquiry was not conducted in a proper manner and he was not given sufficient opportunity to cross-examine the witnesses of the management. The enquiry officer did not apply his mind to the facts of the case and his findings are perverse. The enquiry officer failed to see that charge No. 1 has not been proved. There was no stock veriffication on 20-12-1976. The stock was actually verified on 22-1-1977 and on 24-1-1977. In between the date of suspension and the stock verification, the stocks were in the possession of the management and other employees had access to the same. Many items were also sold, during

that period. The shortage was negligible and it could have been caused by natural causes. Similarly the finding that Calcium carbonite was sold on credit without the sanction of the managing committee is baseless. The board had given its written approval for sale of Calcium Carbonate on credit, to other societies and reputed institutions. The worker was not aware of exhibit C5 resolution passed by the board when the impugned sales of calcium carbonate were made. Even after Ext. C5 the board had by it resolution No. 119 dated 27-11-1976 sanctioned the sale of Calcium Carbonate on credit. The goods were actually sold before 8-11-1976, but the bills could be prepared only after 8-11-1976. Therefore the above sales would not amount to violation of the resolution dated 8-11-1976. The finding of the enquiry officer of charge No. 3 is also not correct. The worker did not misappropriate the amount as shown in the charge. The managing committee of the bank by resolution No. 91 (b) dated 18th October, 1976, decided that the worker should undertake a canvassing campaign through out the Alleppey District to boost up the sale of calcium carbonate. Accordingly the worker visited many societies and dealers in the district during the period 21st October, 1976 to 25th November, 1976. The amount mentioned in the charge was spent for travelling expense. After the said business tour the workman fell ill suddenly and he availed of two weeks leave. He reported for duty on 20-12-1976 but on that day he was suspended from service. He could not produce vouchers for the amounts spent by him in connection with the above tour and get the banks approval for the same because of the aforesaid reasons. Those vouchers were not accepted by the management and the enquiry officer. The enquiry officer had not given an opportunity to the workman to adduce evidence in support of his contentions. He was kept under suspension for more than one year without obtaining the sanction of the departmental authorities. The board of the management had no authority to pass an order of dismissal. In any view of the matter the punishment imposed is too severe. He therefore prayed that he may be directed to be reinstated in service with full backwages.

3. The management entered appearance and filed a written statement raising the following contentions.—

The diciplinary action was not actuated by malafides. The charges levelled against the workman were of a serious nature and hence there was no other go for the management except to dismiss him. The charges levelled against the workman are not truly and correctly stated in the claim statement. They are stated in such a way omitting several details and important facts. The enquiry officer was appointed with notice to the workman. The workman had not objected to the appointment. The enquiry was properly conducted after complying with all principles of natural justice. The management had carefully considered the enquiry report before passing the order of dismissal dated 14-7-1978. The contentions that the diciplinary proceedings were initiated against him being actuated by malafide intention is not correct. The enquiry was conducted after giving sufficient opportunity to the workman to prove his innocence. He participated in the enquiry

without any murmer. He delibrately withdrew from the enquiry at the final stage and had not cross-examined the witnesses. He was allowed the right to engage a lawyer as per his request but he did not utilise that right. The enquiry was protracted for 9 months without any valid reasons. Since the findings of the enquiry officer were based on evidence it is not open for the workman to challenge the correctness of the findings before this Court. The findings on charge No. 1 is not perverse. The position was proved by the society as per Exhibits A3, A4, C1 and C2. The workman has no case that the records and accounts were manipulated by the management with a view to get a finding that he is guilty of the charges. The dealings of the society after the workman left charge could be ascertained from the stock register. It was his duty to hand over the charge after a physical verification. But he was not prepared to witness the physical verification conducted by the management society. He had also no case in his explanation that the shortage occured after he was suspended from service. There was no sale of 15: 15: 15 complex after he left the ervice. The deficiency in stock related to a period prior to the end of June, 1976. Similarly the finding of the enquiry officer that the workman had sold calcium carbonate on credit without authority is correct. The board had not given written sanction to sell calcium carbonate as was done by the workman. The workman was aware of exhibit C5 resolution. In his capacity as the secretary all the records including the minutes books were in his hand. The management suffered huge pecuriary loss because of the irregularities committed in the sale of colcium carbonate. Resolution No. 117 dated 27-11-1976 has not authorised him to conduct the credit sales. The workman has wilfully flouted the directions given by the committee. The contention that he had incurred travelling expenses from 21-10-1976 to 25-11-1976 in connection with the canvassing of sales of calcium carbonate and that he could not produce the vouchers because of his illness is not true. He had actually attended the office from 21-10-1976 to 25-11-1976. As a secretary of the society, he was bound to maintain the accounts in a true and correct manner, as required by the Co-operative Societies Acts and Rules and the Bye-Laws of the society. No voucher was produced by him even at the time of the enquiry. The management had not authorised him to spend the funds in any manner he liked. It was really a case of misappropriation of bank's money. At the time of enquiry he was given ample opportunities to cross-examine the witness and to adduce evidence in his favour. But he did not avail of that opportunity but delibrately withdrew from cross-examining them. On the above grounds it is contended that the order of dismissal is not liable to be set aside.

4. The workman filed a replication denying the contentions in the written statement and reiterating his claims.

5. There after the enquiry officer was examined as MW1 and Exhibit M1 was marked. Arguments regarding the validity of the enquiry was heard by my predecessor and a preliminary order was passed on 27-11-1982 holding that the enquiry conducted in the case was valid and

proper and that is was conducted after complying with the requirements of natural justice. It was also found that all the charges against the workman are proved to be true and that therefore the findings of the enquiry officer are not perverse. Accordingly the enquiry findings were upheld and the case was posted for evidence and arguments regarding the propriety of the punishment. The preliminary order is to the following:—

"Ext. M1 was marked and MW1 was examined. It has to be seen whether the Enquiry Officer has violated any principles of natural justice and whether the findings of the enquiry officer are supported by legal evidence.

It was argued by the Learned Counsel for the workman that the enquiry officer had not given his client a proper opportunity to cross-examine the sole witness examined on behalf of the management and that the enquiry was conducted without regard to the principles of natural justice. In answer it was contended that the workman had adopted all possible methods for protracting the enquiry. It was argued on behalf of the workman that it was the enquiry officer who protracted the proceedings and not the workman. As an illustration it was pointed out that after 9th July, 1977 the next posting was to 8th October, 1977. On 8th October, 1977 the enquiry was adjourned to 20th October and then to 8th of April, 1978. The first posting was for 9th July and the enquiry officer had sent the notice on 1st of July. But the workman received notice only at 2 p. m. on 9th July, 1977. The postal acknowledgement shows that the postman had taken the notice to the workman's residence on 2nd of July, 4th of July, 5th, 6th, 7th, and 8th. On all those days the workman had either gone to Edathua or Alleppey and one Reethamma had signed as witness to the endorsements made by the postman. When he received the notice the workman had taken care to note the time as 2 p. m. It may not be in correct to presume that the workman was aware of the date and time of the enquiry and he was evading notice until after the time of the enquiry. This being the position, one cannot find fault with the enquiry officer for adjourning the enquiry by a few months. Even then the workman cannot escape from his responsibility for protracting the proceedings.

After a few more adjournments the enquiry Officer had posted the case to 29th of May, 1978. On the previous hearing date the workman's brother had taken notice of the posting. On 29th of May even the brother was absent. But the peon of the society handed over a letter seeking an adjournment to 10th of June. The Enquiry Officer appears to have decided to close the enquiry. While so, the workman sent another letter seeking an adjournment. The enquiry was posted to 26th of June and a notice under certificate of posting was issued on 23rd of June. On 26th of June the workman did not turn up. Therefore the enquiry was closed. It is now contended on behalf of the workman that he had not received notice reposting the case to 26th of June and therefore the report of the enquiry officer should be ignored. The enquiry officer was amply justified in presuming that the workman would not accept the notice if sent by registered post. Therefore he had sent the notice by ordinary post under

certificate of posting. The workman has no case that he had received notice after 26th of June. If he had such a case the none production of the envelope would have been a strong circumstance against him. He has come forward with a case that he has not received the notice. The conduct of the workman, which has already been adverted to, would indicate that the case of none receipt of notice is not true. For all the above reasons I am inclined to agree with the Enquiry Officer that sufficient opportunity has been given to the workman and that he has been trying his best to protract the proceedings. Therefore I reject the contention that the report of the Enquiry Officer should be rejected for the reason that he has failed to comply with the requirements of natural justice.

The next aspect to be considered is whether the findings are supported by legal evidence. The first charge relates to the misappropriation of certain items of pesticides and manure. The workman was suspended on 20th December, 1977. For some reason no stock verification was conducted on that date. The workman handed over charge on the 22nd of January 1977 and on 24th January, 1977. The case of the workman is that during the intervel of nearly one month, the society had dealings in those items and other persons had access to the stock and therefore the responsibility for the missing items cannot be tacked on to him. In answer it was contended that all the subsequent dealings were entered in the concerned registers. Inspite of that one cannot overlook the possibility of some items being taken away by other employees or the President of the Society. But there was another circumstance which would clinch the issue against the workman. Admittedly, he was in charge of all the items of pesticides and manure. When he received the order of suspension he should not have handed over the custody of the stock, to somebody else without getting proper acknowledgement from the person concerned. May be the workman was aware of the shortage and he wanted to shunt on the responsibility to somebody else. Further there was a shortage of 408 kg in the stock of 15: 15: 15 complex. There was no sale of this item during the period commencing from the date of suspension and ending with the date of stock verification. Actually, the shortage occurred before the end of June, 1976. The workman cannot explain away this shortage. Therefore one cannot say that the finding of the enquiry Officer that the workman had misappropriated the 11 items mentioned in the charge is perverse.

The second charge related to the sale of calcium carbonite on credit. The workman's defence is that it was the accepted practice and there was no direction to the contrary by the managing committee. Here again one cannot accept his defence. By resoltison No.94 dated 8-11-1976 the managing committee had resolved that calcium carbonite shall not be sold on credit. The workman has a case that he was not aware of the resolution dated 8-11-1976. The workman knows that since he is the Secretary of the Society such a case may not hold good. Therefore he has put forward an extra-ordinary case that the goods were actually sold before 8-11-1976 and bills could be prepared only after 8-11-1976. This defence also cannot be accepted. In his capacity as Secretary of the Society it was the duty of the

workman to maintain true and correct accounts and therefore he cannot be heard to contend that he was in the habit of conducting sales without writing bills. Thus charge No. 2 that the workman had sold calcium carbonate on credit in violation of the directions of the Managing Committee stands proved.

The third charge relates to misappropriation of Rs. 1,367 received by him for purchase of calcium carbonate. The defence is that the workman had undertaken tours for boosting up the sales of calcium carbonate, that he had spent considerable amounts as expenses for the journeys and if those vouchers also are taken into account no amount would be left with him. The workman contends that he had offered the vouchers to the President of the Society as well as the Enquiry Officer both of whom have refused to accept the same. If actually, the workman had spent the amount for travelling expenses, nothing prevented him from filling the vouchers immediately after the journey. The workman has a defence that after the business tour he was laid up and he had taken leave and when he reported for duty on 20th December, he received the order of suspension. Even if this case is true, nothing prevented the workman from entering the vouchers in the accounts on 20th of December, before leaving charge. Further the case that he was away during the period 21-10-1976 to 25-11-1976 does not appear to be true. Entries in exhibit A5 show that the workman had attended office on 29th of October and on a few days in November, 1976. In the circumstances it cannot be said that the findings of the Enquiry Officer regarding misappropriation are baseless.

It is clear from the above that all the three charges against the workman have been proved. Therefore the case is posted for evidence and arguments regarding the propriety of the punishment to 16th December, 1983".

6. Subsequently no evidence was adduced by either parties. On 28-1-1983 the workman filed a petition stating that the entered the service of the management society as secretary in the year 1960, that he had worked there till the date of his suspension and that by his efforts the society had made much progress in its business dealings. During the period when he entered the service the assets of the society amounted to Rs. 810 and debits Rs. 1,480. Subsequently the society made much progress in its dealings and developed into a co-operative bank. The society also stated sale of manure, took as well as ration wholesale and retail deports. The working capital of the society also increased to Rs.1,35,962. The society was also able to construct a building of its own in the part of the city costing lakhs of rupees. The society is now getting an annual net profit of Rs. 52,000 by the sale of calcium carbonate. When compared with the growth of the society achieved by his efforts the charges levelled against him are only negligible. Apart from that he was not given an opportunity to prove his innocence or to submit his explanation regarding the punishment proposed to be imposed on him. He is now aged 54 and hence even if reinstated he would not be able to continue in service for a long period. In view of these facts he prays that his punishment may be altered as one of

compulsory retirement o termination of service. The management filed a reply statement stating that the management is not prepared to alter the punishment into one of compulsory retirement or termination of service. In the light of this statement the question to be considered is, whether the punishment, imposed on the workman is proper, or is harsh and excessive. It is an admitted fact that the society has now grown into a service co-operative bank and is having business in manure and is also running both wholesale and retail ration depots. The workman was appointed as a secretary in the year 1960 and he continued in that capacity till the date of his suspension on 20-12-1976. During all this period no instances of dishonesty or defection and misappropriation are levelled against him. This is the first occasion in all these 16 years when a charge of dishonesty, unauthorised sales etc. are attributed on the part of the workman. The records would however show that the findings of the enquiry officer was accepted by the management but that no opportunity was given to him to submit his explanation regarding the propriety of the punishment proposed to be imposed on him. Without giving an opportunity to submit his grievance he was dismissed from service on 20-12-1976. As contended by the workman he is now 54 years old and hence even if he is reinstated, the time left for to be in service is very little. The chance of his securing an alternate job is also very limited. Considering these aspects I find that "Compulsory retirement from service" from 20-12-1976 would be sufficient to meet the ends of justice.

In the result the order of dismissal is set aside and the punishment imposed on him is altered to one of "compulsory retirement from service". It follows that the services of the workman in the management society will stand terminated with effect from 20-12-1976. Parties will suffer their costs.

This award will come into force 30 days after its publication of the Official Gazette.

C. VISALAKSHI AMMA,
Presiding Officer.

Appendix

Witness examined on the side of the Management:

MW1—N. Parameswaran Pillai.

Exhibit marked on the side of the Management:

Ext. M1—Enquiry Report.

Kerala Gazette No. 20 dated 15th May 1984.
PART I

GOVERNMENT OF KERALA

Labour (A) Department

NOTIFICATION

G.O. (Rt.) No. 145/84/LBR. *Dated, Trivandrum, 3rd February 1984.*

The award of the Labour Court, Ernakulam in respect of the dispute between the Branch Manager, Spencer and Company Limited, Mahatma Gandhi Road, Ernakulam, Cochin 11 and the workman of the above concern Shri N. J. Joseph, Neriamparambil, thuruthy P. O. Changanacherry received by Government on 25-1-1984 is hereby published under section 17 of the Industrial Disputes Act, 1947 (Central Act XIV of 1947).

By order of the Governor,
A. S. Moni Achari,
Deputy Secretary to Government.

In the Labour Court, Ernakulam

Wednesday, the 18th January 1984

Present:

Shri N. SUKUMARAN, B. SC., B. L.,
Presiding Officer

INDUSTRIAL DISPUTE No. 84 of 1981

Between

The Branch Manager, Spencer and Company Limited, Mahatma Gandhi Road, Ernakulam, Cochin—11

And

The Workman of the above concern Shri N. J. Joseph, Neriamparambil, Thuruthy P. O., Changanacherry

Representations:

Shri K. V. R. Shenoi, Advocate, M/s. Menon & Pai Advocates, Ernakulam. } For *Management*

M/s. Mathews P. Mathew & K. P. Vijayan, Advocates, Ernakulam. } For *Workman*

AWARD

Termination of services of Shri N. J. Joseph, Salesman is the issue referred for adjudication by Government as per G. O. (Rt.) No. 1206/81/LBR dated 19-9-1981.

2. There is no Union espousing the cause of the workman. Shri Joseph in the charter of demands, copy of which is appended to the reference, as well as the detailed claim statement filed before this Court complains as follows:—

He was employed as a Salesman for the Kerala area from November 1972. He was discharging his duties as a Salesman to the satisfaction of the Management continuously till May 1980 when on 14th of that month his services were terminated without assigning any reasons whatsoever with effect from 16-5-1980. During the interval he was assigned the work of sale of the Company's goods in general including countor sales at the Company's retain outlets. Occasionally he was engaged to sell products to various retailers at different places. His duties involved manual and clerical work in writing bills, collecting cash and preparation of statements of accounts. He is a workman as that term is defined in the Industrial Disputes Act and his services were terminated without observing the due formalities. Some other person was employed in the resultant vacancy. The termination is illegal and therefore he is to be reinstated with all benefits.

3. The Management contends thus:—Shri Joseph was employed as a Salesman for sale promotion work on an year to year contract. He was not doing any skilled or unskilled, manual, supervisory, technical or clerical work. He was never assigned the work of counter sales. So he was not a workman as defined in the Industrial Disputes Act. His services came to an automatic end by efflux of time on 15-5-1980 as per the contract. He was given one month's notice as his services were no longer required. There was no illegal termination. There is also no industrial dispute since Shri Joseph was not a workman. Shri Joseph is therefore not entitled to reinstatement or any other reliefs.

4. Shri Joseph is examined as WW1. Another witness is examined on his side as WW2. The only witness examined on the side of the Management is its Operation and Audit Manager. The documents available are Exts. W1 to W9 and M1 to M8.

5. The main dispute is as to whether Shri Joseph was a workman as that term is defined in the Industrial Disputes Act (the Act for short). According to the Management Shri Joseph was only a sales representative engaged in the promotion of the sale of products handled by it and therefore he cannot be treated as a workman. On the other hand the workman while admitting that he was also engaged in sales promotion work contends that he was attending to various other items of duties involving manual and clerical work. Shri Joseph in his evidence as WW1 states that while his headquarters was at Trivandrum he was engaged as a counter salesman at the Trivandrum Branch of the Management. He would say that he was

conducting sales, at the counter, writing bills for such sales and packing the goods for delivery to the customers. He states further that he was also collecting cash from such customers. WW2 claims that she was one of such customers served at the Trivandrum Branch of the Management by Shri Joseph. MW1 states that Shri Joseph had not been engaged as a counter salesman. His version is that there is a systematic activity at the Trivandrum retail outlet for which regular counter salesmen for sales, clerks for writing bills, packers for packing goods and cashier for collection of cash are engaged and that Shri Joseph was only attending to outdoor work linvolving promotion of sales.

6. The weight of the oral evidence available has to be assessed in the right of the available documents and other admitted facts and circumstances. Ext. M5 admittedly is the original application submitted by Shri Joseph in 1972 before the Management offering himself as a candidate for appointment. The first paragraph of Ext. M5 reads, "Having come to understand that you need a qualified young man for the post of a travelling Salesman for Kerala in your Consumer Products Division, I offer myself for the same.". The application goes on also to say that Shri Joseph is a Graduate hailing from a very respectable family and closely related to Shri V. J. Chacko, Finance Executive of the Management Company. The application was not for appointment as a Counter Salesman but for the post of a Travelling Salesman for Kerala. On the basis of that application Shri Joseph was appointed and the appointment order is Ext. W1. Ext. W1 states that the appointment is as requested in Ext. M5. It is stated that he is appointed as a Salesman on probation for a period of six months and that on satisfactory completion his service will be extended for a further period of one year from 16th May 1973. The duties assigned are as follows:—

"Your duties will include the selling of the Company's goods in general, but more particularly the marketing of consumer products."

The appointment was on a basic salary of Rs. 135 in Grade F3 and it states further "Your Headquarters will be at Trivandrum and while you art at Headquarters, you will receive a Headquarters allowance of Rs. 5 per day, excluding Sundays paid holidays and periods of authorised leave, to cover cost of travelling on Company's business in the City of Trivandrum You will be required to travel throughout South India. While you are. required to travel on Company's business outside your headquartars, namely Trivandrum, you will be given first class railway fare and ordinary bus fare for road journeys from town to town and a sum of Rs. 14 per day for board and lodging, conveyance and all other expenses incidental to travelling, except on the days of proceeding on and returning from tour when Rs. 6 per day only will be paid.". It is admitted that Shri Joseph had accepted these terms in writing by way of an endorsement on a duplicate copy of Ext. W1 returned to the Management. The appointment was subsequently confirmed as per Ext. W2 dated 10-5-1973 with effect from 16-5-1973 and the service was extended till the 15th May 1974. It is common case that the service was being extended from time to time every

year and the final extension order is Ext. M6 dated 14-5-1979. Ext. M6 also states that the service is liable to be terminated on the expiry of the period by one month's notice. Shri Joseph admittedly had signed in Ext. M6 accepting the terms. The termination was effected as per Ext. W3 dated 14-5-1980 with effect from 16-5-1980. In Ext. W3 Shri Joseph was informed that his accounts will be settled on 16-6-1980. He was also asked to submit his travelling expense statement up to date. Shri Joseph accordingly submitted his travelling expenses statement for the period 1-5-1980 to 15-5-1980. It shows that he was on tour for the entire fortnight. The bill is dated 16-5-1980. The first communication issued by Shri Joseph in answer to Ext. W3 termination is Ext. M1 dated 19-6-1980. There he had requested for a reconsideration of termination order pleading as follows-

> "I have been serving the Company for the last eight years as a Sales Representative. On several occasions my sales exceeded the target fixed by the Company. Last year I even got a cash award of Rs. three hundred for my meritorious work. Now I am shocked to hear that you are going to relieve me.. In this connection, please note that I am an over aged person and that I have no chance of getting job in Government service. Since I am a thrown out person from a Company like Spencer's I won't get a job in private company too."

This was followed by two other communications issued by Shri Joseph and they are Exts. M3 and M4 respectively dated 16-7-1980 and 14-8-1980. In those communications Shri Joseph only complained that his accounts were not settled as was promised. In both of them Shri Joseph has described himself as Sales Representative.

7. It is evident from the documents referred above that Shri Joseph had applied for the post of Sales Representative and he was appointed to that post. The documents reveal further that Shri Joseph himself had described himself as a Sales Representative. The recitals in Ext. M1 indicate that a target was fixed for Shri Joseph and that he was given a cash award for exceeding the target In the oral evidence also it is admitted that the main duty of Shri Joseph was to promote sales of consumer items. Joseph's Headquarters was shifted from Trivandrum to Ernakulam and he was operating from Ernakulam during the last year of his service. It is admitted by Shri Joseph that he was not attending to any counter sales at Ernakulam. The attempt made at the stage of evidence is to show that he was attending to the counter sales at Trivandrum Branch. His oral evidence that he was attending to counter sales is corroborated by WW2. WW2 was cited as a witness describing her as the Warden of the Trivandrum University Hostel for Women. But she said that she was a resident nurse and her evidence is that occasionally she had purchased goods from the Spencer and Company, Trivandrum for her personal needs and Shri Joseph was invariably catering her. The version of MW1 that there are regular Counter Salesmen, Clerks for writing bills, Cashier for collecting cash and Packer for packing goods is in a way admitted by WW1 and WW2.

Shri Joseph had moved an application for directing the Management to produce copies of retail sales bills of the Trivandrum Branch for four days in different months. The Management expressed its inability to produce those bills at this length of time. It is argued that those bills are purposely withheld by the Management and an adverse inference has to be made. Shri Joseph had admitted in his evidence that he is possessed of the originals of those bills. He was questioned in cross-examination as to why he was insisting on the production of copies of bills for four stray days. Then he said that he has got the originals of those bills with him and that is why he is insisting on the particular bills. Shri Joseph did not want the production of consecutive bills to show that he was regularly attending to Counter Sales. His case seems to be that he had written bills at the retail depot on four particular days. Even if it is assumed that he had written stray bills on a few days it cannot improve his case as the predominant nature of the work is what is material to decide as to whether Shri Joseph was a workman as defined in the Act or not. The fact that Shri Joseph was also enrolled in Exts. M7 and M8 Attendance Registers maintained at the Head quarters at Trivandrum and Ernakulam cannot also improve his case since Attendance Register is maintained only as a record for the fact that he was on duty on those days.

8. The claim that Shri Joseph is a workman as that term is defined in the Act and entitled to benefits as per it was raised for the first time in Ext. W5 lawye'rs notice issued on 14-11-1980. This letter was promptly replied by the Management in Ext. W6. The complaint before the Labour Officer was raised subsequently.

9. Now the position is that the predominant and main duty attended to by Shri Joseph was that of a Travelling Sales Representative. At the stage of evidence an attempt is made to show that even in that capacity he had manual and clerical work. It is claimed that he was distributing goods in a Van to customers, preparing bills for the same and collecting cash for the products sold. This claim advanced by Shri Joseph in his evidence was disputed in his cross-examination by suggesting that the goods as per the orders canvassed by him were later distributed independently by the Management in its van. MW1 in his evidence said that the Company had no van of its own and the distribution was effected by its Agents in the Vans belonging to them. The suggestion made to Shri Joseph and the answer given in a different manner by MW1 is sufficient, according to the learned counsel appearing on behalf of Shri Joseph, to say that the Management has no definite case and so Joseph's version can safely be accepted. Reliance is also placed on Ext. W7 to W9 communications issued by the Managements to Shri Joseph to accept the position that he was entrusted with the duty of collecting cash. Ext. W7 is a letter dated 15-6-1979 addressed to one of the customers of the Management, copy of which was sent to Shri Joseph also. The customer was reminded in Ext. W7 that it had not effected payment for a consignment in time. The request was for making the remittance immediately. Copy of the letter was forwarded to Shri Joseph with a

request that the customer may be contacted to arrange payment. This letter is not at all helpful to the contention of Shri Joseph. On the other hand it indicates that the customer should have made payment direct to the Management in time. The Management is seen to have addressed the customer direct reminding of the default and requesting for making the payment. All that Shri Joseph was asked was to alert the customer to make the payment. Ext. W8 is a letter addressed to Shri Joseph by the Management: It refers to an order canvassed by Shri Joseph from a customer in Trivandrum. That was at a time when Shri Joseph was having his Headquarters at Ernakulam. The letter shows that the way bill along with the invoice of a consignment despatched through a conveyor was addressed to Shri Joseph for collecting the cheque from the party to be forwarded to the Management. The only duty that is assigned to Shri Joseph in Ext. W8 was to collect the cheque. This letter also indicates that the bills were prepared and the goods despatched from the Cochin Office and Shri Joseph had not been doing the work of preparation of bills in connection with the same. The letter indicates that the party was to be served with the way bill against a cheque to be received. Shri Joseph was directed to do so because an order canvassed by him was executed. The mere fact that he was asked to collect a cheque and forward it does not mean that it involves manual work. Ext. W9 is another letter addressed to Shri Joseph by the Management. There also the direction was to contact the party and persuade him to clear a pending bill. MW1 has given evidence that Shri Joseph who was canvassing orders had also a duty to see that collections were effected. The Management was executing orders canvassed by Shri Joseph and Shri Joseph naturally had the responsibility to see the payments were effected by the parties to whom goods were despatched as per his orders. Persuading the customers to effect prompt payment cannot also be said as a duty involving manual work.

10. The documentary evidence thus available indicates beyond any doubt that Shri Joseph was only a Sales Representative engaged in the promotion of goods handled by the Management. The oral evidence that Shri Joseph in most part of the time was engaged in counter sales at Trivandrum cannot be accepted in the light of the convincing documentary evidence. It is also the admitted fact that Shri Joseph was not doing any counter sales during the last one year of his service when his Headquarters was at Ernakulam. So the position is that the main and predominant duty of Shri Joseph was as a Sales Representative which did not involve clerical or manual work.

11. The Management's contention is that a Sales Representative cannot be treated as a workman as defined in the Act. The learned counsel appearing on behalf of Shri Joseph did not dispute the proposition that a Sales Representative cannot be termed as a workman as per the Act. The position revealed in evidence is that Shri Joseph was only a Sales Representative. He was being engaged on the basis of contracts renewed from year to year and what ultimately happened was that he was told in Ext. W3 that his services are no more required and therefore there is no further

renewal. This cannot be treated as an illegal termination of the services of a workman. So the complaint that there was an illegal termination and therefore Shri Joseph has to be reinstated cannot be accepted as genuine. Shri Joseph in the circumstances is not entitled to any reliefs.

12. In the result an award is passed finding that Shri Joseph is not a workman as defined in the Act and therefore he is not entitled to any reliefs since there was no illegal termination.

Ernakulam,
18-1-1984.

N. SUKUMARAN,
Presiding Officer.

Appendix

Witness examined on the Management's side:

MW1 Shri V. K. G. Marar.

Witnesses examined on the Workman's side:

WW1 Shri N. J. Joseph.

WW2 Smt. Elizabeth Mathew.

Exhibits marked on the Management's side:

Ext. M1. A letter dated 19-6-1980 from Shri N. J. Joseph to the Management.

,, M2. Travelling Expenses statement of Shri Joseph for the period 1-5-1980 to 15-5-1980.

,, M3. A letter dated 16-7-1980 from Shri N. J. Joseph to the Management.

,, M4. A letter dated 14-8-1980 from Shri N. J. Joseph to the Management.

,, M5. An application dated 19-10-1972 submitted by Shri Joseph for the post of Travelling Salesman.

,, M6. Letter of appointment order dated 14-5-1979 issued to Shri N. J. Joseph.

,, M7. Attendance Register of the Management from October 1977.

,, M8. Do. do. from January 1977. (Cochin Branch).

Exhibits marked on the Workman's side:

Ext. W1. Appointment letter dated 7-11-1972 issued to Shri Joseph.

,, W2. A communication dated 10-5-1973 from the Management to Shri Joseph confirming his probationary appointment as Salesman.

Ext. W3. Termination order of the Management dated 14-5-1980.

,, W4. Copy of a letter dated 22-10-1980 from Shri Joseph to the Management.

,, W5. Copy of lawyer's notice dated 14-11-1980 addressed to the Management.

,, W6. Reply notice from the Management dated 18-12-1980.

,, W7. A letter dated 15-6-1979 from the Management to M/s. Smooth Sell, Quilon with copy to Shri Joseph.

,, W8. A letter dated 12-6-1978 from the Management to Shri Joseph.

,, W9. A letter dated 14-6-1978 from the Management to Shri Joseph.

GOVERNMENT OF KERALA

Labour (A) Department

NOTIFICATION

G. O. (Rt.) No. 140/84/LBR. *Dated, Trivandrum, 3rd February* 1984.

The award of the Labour Court, Ernakulam in respect of the dispute between the President, Valiyathovala Service Co-operative Bank Limited No. K. 196, Valiyathovala P. O. and their workmen represented by the workman of the above establishment Shri K. J. Koshy, Kochuthundiyil House, Valiyathovala P. O. received by Government on 25-1-1984 is hereby published under section 17 of the Industrial Disputes Act, 1947 (Central Act XIV of 1947).

By order of the Governor,
A. S. MONI ACHARI,
Deputy Secretary to Government.

In the Labour Court, Ernakulam

Thursday, the 19th January 1984

Present :

SHRI N. SUKUMARAN B.SC., B.L.,

Presiding Officer

INDUSTRIAL DISPUTE No. 2 OF 1982

Between :

The President, Valiyathovala Service Co-operative Bank Limited No. K. 196, Valiyathovala P. O.

And

The Workman of the above establishment Shri K. J. Koshy, Kochuthundiyil House, Valiyathovala P. O.

Representations:—

M/s M. V. Joseph & B. Ranjitkumar, Advocates, Ernakulam. } For *Management*

Shri Joseph Thomas, Advocate, Kottayam-2. } For *Workman*

AWARD

The issue involved in this reference made by Government as per G. O. (Rt.) No. 19/82/LBR dated 5-1-1982 is "Dismissal of Shri K. J. Koshy, Salesman.".

2. The dismissal of Shri Koshy was after a domestic enquiry conducted by MW1 an Advocate. The validity of the domestic enquiry was challenged by the workman and therefore it was considered and disposed of as a preliminary issue as per my order dated 16-1-1984. The findings of the Enquiry Officer have been confirmed by me in that order by holding that there was a proper and valid domestic enquiry. Facts are narrated in that order reproduction of which in full will save repetition. That order reads as follows:

"PRELIMINARY ORDER

Dismissal of Shri K. J. Koshy is the issue involved in this reference. Shri Koshy was a salesman of the Textile Depot owned and managed by the Valiyathovala Service Co-operative Bank Limited No. K. 196 (the Bank for short). While so he was placed under suspension pending enquiry into the following charges:—

I. There was a difficiency in the stock to the tune of Rs. 3306.72 at the stock verification held on 18-4-1978.

II. Rs. 177.60 being the sale proceeds of 4-4-1978 was not remitted in the Bank.

III. Sale proceeds were not remitted in time on certain days.

IV. Bills included in the abstract for 14-7-1977 were again included for the abstract on 21-7-1977 with a view to reduce the liability.

The charge was served on the workman with a direction to explain the discrepancies. He submitted his explanations stating that the difficiency mentioned in item No. I of the charge was not actually present and the position will be clear if the accounts are correctly scrutinised. Regarding item No. II he said that there was a shortage in remittance and the same happened due to an oversight. He admitted that there was temporary delay in remitting the amounts as mentioned in item No. III of the charge. Concerning item No. IV his explanation was that it was an inadvertant mistake.

2. The explanations did not find favour with the Bank and therefore a domestic enquiry was ordered. MW1, an Advocate, was appointed as the Enquiry Officer. Shri Koshy participated in the enquiry throughout. He cross-examined the two witnesses examined on the side of Bank and examined himself as the solitary evidence on his side. The Enquiry

Officer found that the Bank did not succeed in establishing item No. I of the charge in full and that the other items were well founded. On the basis of the findings the punishment of dismissal under challenge was awarded.

3. Shri Koshy is claiming reinstatement while pleading innocence of the charges alleging that there was no proper or valid domestic enquiry. The findings of the Enquiry Officer, according to him, are perverse and they are to be discarded for that reason. The Bank on the other hand is supporting its action by saying that Shri Koshy was really guilty of the misconducts attributed to him and the same were well established in a properly conducted domestic enquiry. The findings of the Enquiry Officer, according to the Bank, are only reasonable on the basis of the evidence that was admitted and it cannot be characterised as perverse. The punishment of dismissal has to be sustained in view of the seriousness of the allegations proved. Shri Koshy therefore is not entitled to any reliefs as per the contentions.

4. The validity of the domestic enquiry is being tried as a preliminary issue in view of the rival contentions. This order relates to that aspect only.

5. The Enquiry Officer examined as MW1 has proved Ext. M1 as the file containing the relevant papers concerning the domestic enquiry. He has given evidence that a fair and impartial domestic enquiry was conducted by him giving all possible opportunities to the workman to attempt to establish his innocence. No attempt was made at the time of the cross-examination of MW1 to make out that the procedure adopted by him was in any way irregular. In fact it was conceded at the time of arguments that the only complaint of the workman is that the findings are perverse. The records reveal that the workman was given all opportunities to defend himself. He was served with a detailed charge memo giving him an opportunity to submit his explanations. He submitted his explanations. In the enquiry that followed the workman was given all opportunities to defend himself. He availed of that opportunity and cross-examined the witnesses examined on the side of the Bank elaborately. He did not want to adduce any evidence apart from offering himself as a witness. Thus it is evident that the enquiry was properly conducted in accordance with the principles of natural justice. So I find that the procedure adopted by the Bank in the matter of disciplinary proceedings and the Enquiry Officer conducting the enquiry were proper and correct.

6. The only other question remaining for consideration is as to whether the finding of the Enquiry Officer are perverse. On the first item of the charge the Enquiry Officer has said that the Bank had not succeeded in proving the deficiency in stock in full. He also said that the workman did not discharge his burden of establishing his explanations concerning the deficiency. In other words there is no

concrete finding regarding item No. I of the charge. The observation that the workman should have established that he is innocent of the charge has no importance since it is the duty of the Bank to prove by positive evidence that there was deficiency in stock as alleged. The finding is not to the effect that there was deficiency in any particular quantity of stock. The effect of the finding is that the Bank had not succeeded in establishing that the item No. I of the charge was true. In effect the finding was favourable to the workman and the workman has also no complaint that that finding is perverse. On the other hand the learned counsel appearing on behalf of the Bank vehemently argued before me that the finding of the Enquiry Officer on item No. I requires modification at my hands and I have to scrutinise the evidence to see whether that item of the charge is established. I cannot adopt such a course since the findings have been accepted as such by the Bank as a basis for awarding the punishment. At this stage the Bank cannot therefore take up a position that the findings are to be rejected and the evidence scrutinised to see whether the charge is established. All that I could do in the circumstances is to say that the Bank is bound by the findings of the Enquiry Officer. The finding is not favourable to the Bank and it has to accept that position.

7. Even on merits it cannot legitimately be complained that the Enquiry Officer should have given a finding in favour of the Bank on item No. I of the charge. It is in evidence that there was an attempted theft at the store which was in charge of Shri Koshy. That was on 13-4-1978. The matter was reported to the Police who came to the spot and prepared a mahazar. Shri Koshy then said that prima facie it appeared that nothing was stolen. So the Police did not take any follow up action. But the Bank conducted a physical verification of the stock. The stock verification was conducted on 16th and 18th. At that stock verification it was found that there were goods worth Rs. 56,825,28. The stock verification statement was produced at the enquiry as Ext. P1. It was signed by the workman also. On the corresponding date as per the Liability Register there should have been stock worth Rs. 60,132. The allegation is that the difference between the two figures has to be treated as deficiency for which the workman is accountable. The matter was again reported to the Police and the Police summoned Shri Koshy to the Police Station where in the presence of the President and Committee Members of the Bank Shri Koshy was made to agree to reimburse the amount that was in short to the Bank. He paid the amount also. These facts are evident from the testimony of the Secretary of the Bank who was examined as the first witness. The Secretary in his evidence confessed further that there was a subsequent stock verification on 22-5-1978 and that then the stock in value exceeding the figure as per the Liability Register as on that day was found. But what exactly was the excess is not in evidence. However it is evident that there was excess stock on the subsequent verification. The Secretary in his evidence has also said that the shortage found as a

result of the verification on 18-4-1978 was also not correct since credit was not given to certain remittances earlier made. Thus it is evident that the figure of shortage as on 18-4-1978 shown in the charge is also not correct. It was in these circumstances that the Enquiry Officer said that the evidence is unsatisfactory to render a finding favourable to the Bank on item No. I of the charge. The Enquiry Officer cannot be blamed for expressing his inability to give a positive finding on this item of the charge in favour of the Bank. So the Bank has to accept the position that item No. I of the charge is not established.

8. The findings on item Nos. II to IV of the charge are favourable to the Bank. The workman had admitted in his explanations that the irregularities pointed out in those items are actually present. His defence is that they are innocent inadvertant mistakes. So the only reasonable findings that could be arrived at on item Nos. II to IV is that the workman is guilty of the irregularities pointed out in item Nos. II to IV of the charge. Those findings therefore are correct and are to be confirmed. I do so.

9. In the result it is found that there was a proper and valid domestic enquiry and the findings of the Enquiry Officer are correct."

III Both sides were heard on the question of reliefs, if any, to which the workman is entitled in the matter of punishment as per Sec. 11-A of the Industrial Disputes Act. This is a case where the workman was proceeded against imputing four items of misconducts to him. The most serious one was item No. I of which the workman is found not guilty. The remaining three allegations were admitted by the workman even in the first instance in his explanation. One relates to delayed remittance. One of the other two items is non-remittance of Rs. 177.60. In the other case there is duplication of entries resulting in the reduction of liability of a small amount. The common explanation is that they are inadvertant innocent mistakes. It is not even alleged that the antecedents of the workman are bad. It is also not in evidence that the [workman had fabricated entries in the accounts with a view to comit misappropriation and to suppress detection of the same. The amounts involved are also not anything substantial. A large amoun involved in the shortage had already been recovered from the workman. In these state of affairs dismissal is too harsh to be sustained. Loss of back wages during the interval in which the workman was out of service will be sufficient punishment in the circumstances of this case. So the workman can be ordered to be reinstated without the benefit of back wages. Of course the amount involved in item Nos. 2 and 4 of the charges mentioned above can be realised by the Society from the workman.

IV In the result an award is passed directing reinstatement of the workman without benefit of backwages. He will have continuity of service for the limited purpose of gratuity or retrenchment compensation as the case may be.

(Camp) Trichur,
19-1-1984.

N. SUKUMARAN,
Presiding Officer.

Appendix

Witness examined on the Management's side:

MW1 Shri Jacob.

Exhibits marked on the Management's side:

Exhibits M1 The file containing the domestic enquiry papers.

,, M1 (a) Findings of the Enquiry Officer (in Ext. M1).

GOVERNMENT OF KERALA

Labour (A) Department

NOTIFICATION

G. O. (Rt.) No. 496/84/LBR. *Dated, Trivandrum, 7th April 1984.*

The award of the Labour Court, Ernakulam in respect of the dispute between the General Manager, Fertilisers and Chemicals, Travancore Limited, Cochin Division, Ambalamedu and the workman of the above concern Shri M. N. Chandrasekhara Kurup, Machampillil House, S. L. Puram Post received by Government on 6-4-1984 is hereby published under section 17 of the Industrial Disputes Act, 1947 (Central Act XIV of 1947).

By order of the Governor,
A. S. MONI ACHARI,
Deputy Secretary to Government.

In the Labour Court, Ernakulam

Monday, the 2nd April 1984.

Present:

SHRI N. SUKUMARAN B. SC., B. L.,
Presiding Officer

INDUSTRIAL DISPUTE No. 2 OF 1983

Between

The General Manager, Fertilisers and Chemicals, Travancore Limited Cochin Division, Ambalamedu

And

The Workman of the above concern Shri M. N. Chandrasekhara Kurup, Machampillil House, S. L. Puram Post

Representations:

M/s Menon & Pai, Advocates, Ernakulam. .. For *Management*

Shri M. Ramachandran, Advocate, Ernakulam. .. For *Workman*

AWARD

The issue referred for adjudication by Government as per G. O. (Rt.) No. 521/83/LBR dated 10-1-1983 is the following :—

"Dismissal of Shri M. N. Chandrasekhara Kurup, Helper."

2. Disciplinary proceedings were initiated against Shri Chandrasekhara Kurup on the allegation that he committed theft of 2 kgs. of Urea from the factory. It is alleged that the offence was detected by the security staff while Shri Chandrasekhara Kurup was removing the stolen article concealed in a helmet placed on the carrier of the cycle on which he was riding out of the factory premises. In his explanation to the charge Shri Kurup admitted as having removed the 2 kgs. of Urea manure and contended that it was meant for manuring in the garden of the quarters occupied by him. This explanation did not find favour with the Management and therefore a domestic enquiry was ordered. The Enquiry Officer found him guilty and the punishment was inflicted on its basis.

3. The stand taken up by the Union is that Shri Chandrasekhara Kurup who was innocent was proceeded against without any reasonable basis and the enquiry was held in violation of all principles of natural justice. It is also contended that the findings of the Enquiry Officer are perverse. It is the further case of the Union that the punishment in any event is too heavy to be sustained when compared to the gravity of the misconduct attributed. The Management on the other hand defends its action by saying that Shri Kurup was actually guilty of a serious misconduct which involves theft deserving the maximum punishment. According to the Management the enquiry was held giving all opportunities to Shri Kurup to attempt to establish his innocence and the findings of the Enquiry Officer are reasonable on the basis of the evidence that was adduced.

4. When the case came up for evidence on the question as to whether there was a proper and valid domestic enquiry it was conceded on behalf of the workman that there was a proper and valid domestic enquiry and that the findings of the enquiry are correct. The file containing the relevant papers concerning the domestic enquiry was marked on admission as Ext. M1. The findings of the Enquiry Officer are also contained in Ext. M1 which is Ext. M1(a).

5. Now the position is that Shri Kurup was guilty of the misconduct attributed to him. What remains for consideration is as to whether he is entitled to any relief in the matter of punishment as per Section 11-A of the Industrial Disputes Act. It is true that the misconduct proved involves dishonesty as he committed theft. But the value of the stolen property is rather insignificant as what is involved is only 2 kgs. of Urea. So the extreme penalty of dismissal is too heavy to be sustained. So Shri Chandrasekhara Kurup can be ordered to be reinstated limiting the punishment to a break of service for the interval in which he was out of service. In other words he will not be entitled to back wages or any other relief concerning the broken

period. But the period up to the date of dismissal will be tacked on to the service that is yet to be rendered. That past service will count for increments and other benefits.

6. In the result an award is passed directing reinstatement of Shri Chandrasekhara Kurup without benefits of backwages or continuity of service concerning the broken period. The broken period will not count for any purpose. But the service prior to the date of dismissal will be tacked on to the service that is yet to be rendered consequent on the reinstatement hereby ordered.

Ernakulam,
2-4-1984.

N. SUKUMARAN,
Presiding Officer.

Appendix

Exhibits marked on the Management's side:

Ext. M1. The file containing the domestic enquiry papers.

,, M1(a). Findings of the Enquiry Officer.

GOVERNMENT OF KERALA

Law (Legislation-Publication) Department

NOTIFICATION

No. 1803/Leg. Pbn. 2/84/Law. *Dated, Trivandrum, 13th February* 1984.

The following Ordinance promulgated by the President and published in a Gazette of India Extraordinary, Part II- Section 1, dated the 12th January 1984, is hereby republished for general information..

By order of the Governor,

K. Sreedharan,

Law Secretary,

THE INDUSTRIES (DEVELOPMENT AND REGULATION) AMENDMENT ORDINANCE, 1984

No. 1 of 1984

Promulgated by the President in the Thirty-fourth Year of the Republic of India

An Ordinance further to amend the Industries (Development and Regulation) Act, 1951

Whereas Parliament is not in session and the president is, satisfied that the circumstances exist which render it necessary for him to take immediate action;

Now therefore, in exercise of the powers conferred by clause (1) of article 123 of the Constitution, the President is pleased to promulgate the following Ordinance:—

1. *Short title and commencement.*—(1) This Ordinance may be called the Industries (Development and Regulation) Amendment Ordinance, 1984.

(2) It shall come into force at once.

2. *Amendment of Section* 3 *of Act* 65 *of* 1951.—In section 3 of the industries (Development and Regulation) Act, 1951 (hereinafter referred to as the principal Act),—

(i) clauses (aa) and (ab) shall be re-letttered as clauses (ab) and (ac) respectively, and before clause (ab) as so re-lettered, the following clause shall be inserted, namely:—

'(aa)' "ancillary industrial undertaking" means an industrial undertaking which, in accordance with the proviso to sub-section (1) of

section 11B and the requirements specified under that sub-section, is entitled to be regarded as an ancillary industrial undertaking for the purposes of this Act;';

(ii) clause (j) shall be re-lettered as clause (k), and before clause (k) as so re-lettered, the following clause shall be inserted, namely:—

'(j) "small scale industrial undertaking" means an industrial undertaking which, in accordance with the requirements specified under subsection (1) of section 11B, is entitled to be regarded as a small scale industrial undertaking for the purposes of this Act;'.

3. *Insertion of new section* 11B.—After section 11A of the principal Act, the following section shall be inserted, namely:—

"11B. *Power of Central Government to specify the requirements which shall be complied with by small scale industrial undertakings.*—(1) The Central Government may, with a view to ascertaining which ancillary and small industrial undertakings need supportive measures, exemptions or other favourable treatment under this Act to enable them to maintain their viability and strength so as to be effective in—

(a) promoting in a harmonious manner the industrial economy of the country and easing the problem of unemployment, and

(b) securing that the ownership and control of the material resources of the community are so distributed as best to subserve the common good,

specify, having regard to the factors mentioned in sub-section (2), by notified order, the requirements which shall be complied with by an Industrial undertaking to enable it to be regarded, for the purposes of this Act, as an ancillary, or a small scale, industrial undertaking and different requirements may be so specified for different purposes or with respect to industrial undertakings engaged in the manufacture or production of different articles:

Provided that no industrial undertaking shall be regarded as an ancillary industrial undertaking unless it is, or is proposed to be, engaged in—

(i) the manufacture of parts, components, sub-assemblies, toolings or intermediates; or

(ii) rendering of services, or supplying or rendering, not more than fifty per cent. of its production or its total services, as the case may be, to other units for production of other articles.

(2) The factors referred to in sub-section (1) are the following namely:—

(a) the investment by the industrial undertaking in—

(i) plant and machinery, or

(ii) land, buildings, plant and machinery ;

(b) the nature of ownership of the industrial undertaking;

(c) the smallness of the number of workers employed in the industrial undertaking;

(d) the nature, cost and quality of the product of the industrial undertaking;

(e) foreign exchange, if any, required for the import of any plant or machinery by the industrial undertaking; and

(f) such other relevant factors as may be prescribed.

(3) A copy of every notified order proposed to be made under sub-section (1) shall be laid in draft before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised in one session or in two or more successive, sessions and if before the expiry of the session immediately following the session or the successive sessions aforsaid, both Houses agree in disapproving the issue of the proposed notified order or both Houses agree in making any modification in the proposed notified order, the notified order shall not be made, or, as the case may be, shall be made only in such modified form as may be agreed upon by both the Houses.

(4) Notwithstanding anything contained in subsection (1), an industrial undertaking which, according to the law for the time being in force, fell, immediatly before the commencement of the industries (Development and Regulation) Amendment Ordinance, 1984, under the definition of an ancillary, or small scale, industrial undertaking, shall, after such commencement, continue to be regarded as an ancillary, or small scale, industrial undertaking for the purposes of this Act until the definition aforesaid is altered or superseded by any notified order made under subsection (1).".

4. *Amendment of section* 24.—In clause (i) of sub-section (1) of section 24 of the principal Act, for the words, brackets, figures and letter "sub-section (2) of section 29B", the words, brackets, figures and letters "sub sections (2), (2A), (2D), (2F) and (2G) of section 29B" shall be substituted.

5. *Amendment of section* 29B.—In section 29B of the principal Act, after sub-section (2), the following subsections shall be inserted, namely:—

"(2A) in particular, and without prejudice to the generality of the provisions of subsection (1), the Central Government may, if it is satisfied, after considering the recommendations made to it by the Advisory Committee constituted under subsection (2B), that it is necessary so to do for the development and expansion of ancillary, or small scale, industrial undertakings by notified order, direct that any article or class of articles specified in the First Schedule shall, on and from such date as may be specified in the notified order (hereafter in this section referred to as the "date of reservation") be reserved for exclusive production by the ancillary, or small scale, industrial undertakings (hereafter in this section referred to as "reserved article").

(2B) The Central Government shall, with a view to determining the nature of any article or class of articles that may be reserved for production by the ancillary, or small scale, industrial undertakings, constitute an Advisory Committee consisting of such persons as have, in the opinion of that Government, the necessary expertise to give advice on the matter.

(2C) The Advisory Committee shall, after considering the following matters, communicate its recommendations to the Central Government, namely:—

(a) the nature of any article or class of articles which may be produced economically by the ancillary, or small scale, industrial undertakings;

(b) the level of employment likely to be generated by the production of such article or class of articles by the ancillary, or small scale, industrial undertakings;

(c) the possibility of encouraging and diffusing entrepreneurship in industry;

(d) the prevention of concentration of economic power to the common detriment; and

(e) such other matters as the Advisory Committee may think it.

(2D) The production of any reserved article of class of reserved articles by any industrial undertaking (not being an ancillary, or small scale, industrial undertaking) which, on the date of reservation, is engaged in, or has taken effective steps for, the production of any reserved article or class of reserved articles, shall, after the commencement of the industries (Development and Regulation) Amendment Ordinance, 1984, or, as the case may be, the date of reservation, whichever is later, be subject to such conditions as the Central Government may, by notified order, specify.

(2E) While specifying any condition under subsection (2D), the Central Government may take into consideration the level of production of any reserved article or class of reserved articles achieved immediately before the date of reservation, by the industrial undertaking referred to in sub-section (2D), and such other factors as may be relevant.

(2F) Every person or authority, not being the Central Government who, or which, is registered under section 10 or to whom, or to which, a licence has been issued or permission has been granted under section 11 for the production of any articles or class of articles which has or have, been subsequently reserved for the ancillary, or small scale, industrial undertakings, shall produce, such registration certificate, licence or permission, as the case may be, within such period as the Central Government may, by notified order, specify in this behalf

and the Central Government may enter therein all or any of the conditions specified by it under subsection (2D), including the productive capacity of the industrial undertakings and other prescribed particulars.

(2G) The owner of every industrial undertaking (not being an ancillary, or small scale, industrial undertaking) which, immediately before the commencement of the Industries (Development and Regulation) Amendment Ordinance, 1984, or the date of reservation, whichever is later,—

(a) was engaged in the production of any article or class of articles, which has, or have, been reserved for the ancillary, or small scale, industrial undertakings, or

(b) had before such commencement or before the date of such reservation, as the case may be, taken effective steps for commencing the production of such reserved article or class of reserved articles

without being registered under section 10 or in respect of which a licence or permission has not been issued under section 11, shall refrain from the production of such reserved article or class of reserved articles, on and from the date of expiry of three months from such commencement or from the date of such reservation, whichever is later.

(2H) Every notified order made under subsection (2A) shall be laid as soon as may be after it is made before each House of Parliament, while it is in session, for a total period of thirty days, which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session or the successive sessions aforesaid, both Houses agree in making any modification in the notified order or both Houses agree that the notified order should not be made, the notified order shall thereafter have effect only in such modified form or be or no effect, as the case may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that notified order.'.

6. *Validation.*—Notwithstanding anything contained in any judgment, decree or order of any court, tribunal or other authority and notwithstanding anything contained in any other law, agreement or other instrument for the time being in force every notification made or purporting to have been made by the Central Government under the principal Act, on or after the 19th day of February, 1970, reserving any article or class of articles, for production by any ancillary or small scale Industrial undertaking or any class of ancillary or small scale industrial undertakings shall, for all purposes, be, and shall be deemed always to have been, as valid and effective as if the amendments made to the principal Act by this Ordinance had been in force at all material times and such notification had been made in full compliance with the provisions made by such amendments and accordingly any reservation made or purporting to have been made by

such notification shall, in accordance with the tenor thereof, have, and be deemed always, to have had, effect on and from the date of such reservation and shall, until it is altered or superseded by any fresh notification under the principal Act as amended by this Ordinance, continue to have effect.

Explanation.—For the removal of doubts it is hereby provided that no act or omission on the part of any person shall be punishable as an offence which would not have been so punishable if this section had not come into force.

ZAIL SINGH,
President.

GOVERNMENT OF KERALA

Law (Legislation-Publication) Department

NOTIFICATION

No. 3880-2/Leg. Pbn. 2/84/Law. *Dated, Trivandrum, 16th March* 1984

The following Act of Parliament, published in a Gazette of India Extraordinary, Part II—Section 1, dated the 8th September, 1983, is hereby republished for general information. The Bill as passed by the Houses of Parliament received the assent of the President on the 7th September, 1983.

By order of the Governor,
K. SREEDHARAN,
Law Secretary.

THE JUTE MANUFACTURES CESS ACT, 1983
(Central Act 28 of 1983)

An

ACT

to provide for the levy and collection, by way of cess, of a duty of excise on jute manufactures for the purpose of carrying out measures for the development of production of jute manufactures and for matters connected therewith.

BE it enacted by Parliament in the Thirty-fourth Year of the Republic of India as follows:—

1. *Short title extend and commencement.*—(1) This Act may be called the Jute Manufactures Cess Act, 1983.

(2) It extends to the whole of India.

(3) It shall come into force on such date as the Central Government may, by notification in the Official Gazette, appoint.

2. *Definitions.*—In this Act, unless the context otherwise requires,—

(*a*) "jute manufacture" means any article specified in the Schedule which contains more than fifty per cent of jute (including Bimlipatam jute or mesta fibre of any sort) by weight of the total fibre content and in the production of which any process is ordinarily carried on with the aid of power.

Explanation.—"Power" means electrical energy or any other form of energy which is mechanically transmitted and is not generated by any human or animal agency;

(b) "prescribed" means prescribed by rules made under this Act,

(c) "producer", in relation to a jute manufacture, means the producer of such jute manufacture.

3. *Levy and collection of cess on jute Manufacturers Produced in India*.—1) There shall be levied and collected by way of cess for the purposes of the Jute Manufactures Development Council Act, 1983, on every article of jute manufacture specified in column 2 of the Schedule and produced in India, a duty of excise at such rate not exceeding the rate specified in the corresponding entry in column 3 thereof, as the Central Government may, by notification in the Official Gazette, specify:

Provided that until such rate is specified by the Central Government, the duty of excise shall be levied and collected at the rate specified in the corresponding entry in column 4 of the Schedule.

(2) The duty of excise levied under sub-section (1) shall be in addition to the duty of excise leviable on jute manufactures under the Central Excise and Salt Act, 1944 (1 of 1944) or any other law for the time being in force.

(3) The duty of excise levied under sub-section (1) shall be payable by the producer of a jute manufacture.

(4). The provisions of the Central Excises and Salt Act, 1944 (1 of 1944), and the rules made thereunder, including those relating to refunds and exemptions from duty, shall, so far as may be, apply in relation to the levy and collection of the duty of excise on jute manufactures under this Act.

4. *Crediting proceeds of duties to the Consolidated Fund of India*.—The proceeds of the duty of excise levied under sub-section (1) of section 3 shall first be credited to the Consolidated Fund of India and the Central Government may, if Parliament, by appropriation made by law in this behalf, so provides, pay to the jute Manufactures Development Council from time to time, from out of such proceeds (after deducting the cost of collection which shall not exceed four per cent of such proceeds) such sums of money as it may think fit for being utilised for the purposes of the Jute Manufactures Development Council Act, 1983.

5. *Power to call for information*.—The Central Government may require a producer of a jute manufacture to furnish for the purposes of this Act such statistical and any other information in such form and within such period as may be prescribed.

6. *Power to make rules*.—(1) The Central Government may, by notification in the Official Gazette, make rules for carrying out the provisions of this Act.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may provide for the form in which and the period within which statistical and other information may be furnished under section 5.

(3) Every rule made under this section shall be laid, as soon as may be after it is made, before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session or the successive sessions aforesaid, both Houses agree in making any modification in the rule or both Houses agree that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

THE SCHEDULE

[*See* sections 2 (*a*) and 3 (*i*)]

Sl. No.	Articles of jute manufacture	The maximum rate at which duty of excise may be collected	Actual rate at which duty of excise is to be collected until a different rate is specified by the Central Government
(1)	(2)	(3)	(4)
1.	Carpet Backing	Rupees 195 per tonne	Rs. 65.00 per tonne
2.	Hessian	Rupees 209 per tonne	Rs. 69.65 per tonne
3.	Sacking	Rupees 158 per tonne	Rs. 52.65 per tonne
4.	Yarn and Twine	Rupees 197 per tonne	Rs. 65.65 per tonne
5.	D.W. Tarpaulin	Rupees 198 per tonne	Rs. 66.00 per tonne
6.	Decorative Fabrics	Rupees 457 per tonne	Rs. 152.35 per tonne
7.	Cotton Bagging	Rupees 110 per tonne	Rs. 36.65 per tonne
8.	Soil Saver	Rupees 115 per tonne	Rs. 38.35 per tonne
9.	Japanese Rice Bags	Rupees 205 per tonne	Rs. 68.35 per tonne
10.	Any other article of jute manufacture	Rupees 184 per tonne	Rs. 61.35 per tonne.

Kerala Gazette No. 20 dated 15th May 1984.
PART I **Section iv**

GOVERNMENT OF KERALA

Transport, Fisheries and Ports (C) Department

NOTIFICATION

No. 28866/TC1/TF& P/83. *Dated, Trivandrum, 14th February* 1984.

S. R. O. No. 464/84.—Whereas representation has been received by Government from the Stage Carriage Operator Sri V. J. Joseph, Vettakkattussery House, Vilangannur, Peechi, Trichur that the arrears of vehicle tax for the quarter ended on the 30th September 1983 in respect of the stage carriage bearing Registration Number KLH. 576 could not be remitted within the prescribed period due to financial strain and that permission may be granted to remit the arrears of vehicle tax in respect of this vehicle in monthly instalments;

And whereas, the Government are convinced that circumstances existed that the operator of the said stage carriage could not remit the arrears of vehicle tax in respect of the said stage carriage ordinarily kept for use in the State for the quarter ended on the 30th September, 1983 due to financial strain;

And whereas, the Government are convinced that non-operation of the said stage carriage due to non-payment of tax would cause great inconvenience to the travelling public;

And whereas, the Government consider it necessary in public interest to permit the stage carriage operator to remit one third of the arrears of vehicle tax for the quarter ended on the 30th September, 1983, on or before the 20th October, 1983 and the balance amount in five equal monthly instalments;

Now, therefore, in exercise of the powers conferred by section 22 of the Kerala Motor Vehicles Taxation Act, 1976 (19 of 1976), read with rule 5 of the Kerala Motor Vehicles Taxation Rules, 1975, the Government of Kerala hereby order that out of the vehicle tax for the quarter ended on the 30th September, 1983, in respect of the said stage carriage ordinarily kept for use in the State one third of the total arrears of tax shall be paid on or before the 20th October, 1983 and the balance amount in five equal monthly instalments commencing from the 7th November 1983 together with additional tax payable under section 12 of the Kerala Motor Vehicles Taxation Act, 1976 read with the notification (5) No. 33942/TC2/75-5/PW. dated the 29th September, 1975 published as S. R. O. No. 876/75 in the Kerala Gazette Extraordinary No. 572 dated the 29th September, 1975.

By order of the Governor,
V. A. Augustine,
Additional Secretary to Government.

Explanatory Note

(This is not part of the notification, but is intended to indicate the main purpose of the issue of the notification.)

Government have received representation from the Stage Carriage Operator as shown in the notification requesting instalment facility for payment of vehicle tax for the quarter ended on the 30th September 1983, due to financial strain;

Government are convinced of the position and in public interest, grant instalment facility for payment of tax as otherwise the vehicles might be put out of operation for non-payment of tax causing great inconvenience to the travelling public.

Kerala Gazette No. 20 dated 15th May 1984.
PART I Section i

GOVERNMENT OF KERALA

Local Administration and Social Welfare (C) Department

NOTIFICATION

G. O. (Ms.) No. 105/84/LA&SWD. *Dated, Trivandrum, 13th April* 1984.

S. R. O. No. 465/84.—In exercise of the powers conferred by section 129 of the Kerala Panchayats Act, 1960 (32 of 1960), the Government of Kerala hereby make the following rules further to amend the Kerala Panchayats (Accounts) Rules, 1965 issued in G. O. Ms No. 197/65/ LA & SWD dated the 24th/30th July, 1965 and published as S. R. O. No. 308/65 in the Kerala Gazette No. 31 dated the 10th August, 1965, the same having been previously published as required by subsection (2) of section 130 of the said Act, namely:—

RULES

1. *Short title and commencement.*—(1) These rules may be called the Kerala Panchayats (Accounts) Amendment Rules, 1984.

(2) They shall come into force at once.

2. *Amendment of the rules.*—In the Kerala Panchayats (Accounts) Rules 1965, to sub-rule (1) of rule 43, the following proviso shall be substituted, namely:—

"Provided that no order prohibiting the drawal of money, for meeting the expenditure on account of Electricity charges, phone and postal charges, rent, cost of forms, registers and stationery articles, payment of instalments of loan amount due to Government and to the Kerala State Rural Development Board, the Travelling Allowance and sitting fees of President and members and the pay and travelling allowances of the Panchayat establishment shall be issued by the Deputy Director concerned, under this sub-rule."

By order of the Governor,
M. S. K. RAMASWAMY,
Commissioner and Secretary to Government.

Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

As per the existing rules no payment shall be made even for certain inevitable items of expenditure, which are absolutely necessary for the day-to-day administration of the Panchayat due to the prohibition enforced by the Deputy Director of Panchayats on the drawal of money by the Executive Authority as per rule 43 of the Kerala Panchayats (Accounts) Rules, 1965. Government have decided to amend this rule so as to enable the Panchayat to meet inevitable payment. This notification is intended to achieve the above object.



GOVERNMENT OF KERALA

Planning and Economic Affairs (B) Department

NOTIFICATION

G. O. (P) No. 33/84/Plg. *Dated, Trivandrum, 2nd April* 1984.

S R O. No. 466/84.—In exercise of the powers conferred by subsection (1) of section 2 of the Kerala Public Services Act, 1968 (19 of 1968), the Government of Kerala hereby make the following amendment to the Special Rules for the Kerala State Planning Subordinate Service published under Notification G.O. (P) 56/74/Plg. dated the 13th December, 1974, as S.R.O. No. 8/75 in Part I of the Kerala Gazette No. 1 dated the 7th January, 1975, as subsequently amended, namely:—

AMENDMENT

In the said rules, rule 1 shall be renumbered as rule 1A and before the rule as so renumbered, the following rule shall be inserted, namely:—

"1. *Short title*:—These rules may be called the special rules for the Kerala State Planning Subordinate Service, 1974".

By order of the Governor,
K. MADHUSUDAN,
Joint Secretary to Government.

Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

In the first report of the Committee on Subordinate Legislation, Sixth Kerala Legislative Assembly, recommendations were issued to take steps to amend the Rules for Kerala State Planning Subordinate Service incorporating a provision for short title and commencement. This Notification is to amend the rules for incorporating a provision for short title.

GOVERNMENT OF KERALA

Revenue (Legislation) Department

NOTIFICATION

G.O. (Ms) No. 447/84/RD. *Dated, Trivandrum, 18th April* 1984.

S. R. O. No. 467/84.—In exercise of the powers conferred by section 71 of the Kerala Revenue Recovery Act, 1968 (15 of 1968), the Government of Kerala being satisfied that it is necessary to do so in public interest, hereby declare that the provisions of the said Act shall be applicable to the recovery of amounts due from any person to the State Institute of Languages, Kerala.

By order of the Governor,

N. M. SAMUEL,

Deputy Secretary to Government.
(Revenue)

Explanatory Note

(This does not form part of the notification, but is intended to bring out the main purport).

The Director, State Institute of Languages, Kerala Trivandrum has requested Government to notify them under section 71 of the Revenue Recovery Act for the recovery of amounts due to them from various agents of Bookstalls. Government have decided to make the provisions of the Revenue Recovery Act applicable to the State Institute of Languages, Kerala, Trivandrum for the recovery of the amounts due to them. Hence the notification.



GOVERNMENT OF KERALA

Taxes (E) Department

ORDER

G. O. (P) No. 83/84/TD. *Dated, Trivandrum, 26th April 1984.*

S. R. O. No. 468/84.—In exercise of the powers conferred by clause (a) of sub-section (1) of section 9 of the Kerala Stamp Act, 1959 (17 of 1959), the Government of Kerala, being of opinion that it is necessary in the public interest so to do. hereby remit the duty with which the sale deed in respect of an extent of 0.0941 hectare of land comprised in Survey Numbers 65/1 and 65/2 in the Kasaba Village in Kozhikode Taluk in Kozhikode District to be executed by Pothumana Anoop Narayanan, son of Shri K. V. Gopalakrishna Menon residing in Kasaba amsom and desom, Kozhikode Taluk in favour of the Brahmin Service Society, Calicut represented by Shri G.S. Gopalakrishnan, Secretary of the said society, is chargeable under the said Act.

By order of the Governor,

U. Mahabala Rao,

Commissioner & Secretary to Government (Taxes).

Explanatory Note

(This does not form part of the notification but is intended to indicate its general purport.)

The Secretary, Brahmin Service Society has informed Government that the Society propose to purchase 23.47 cents of land in Survey Nos. 65/1 and 65/2 in the Kasaba Village in Kozhikode Taluk at a total consideration of Rs. 2,30,006 for use of the Society. The Secretary of the Society has requested that they may be exempted from payment of stamp duty for executing the sale deed for purchasing the above land. Government have examined the matter and they propose to remit the stamp duty payable under item 22 of the Schedule to the Kerala Stamp Act. The above order is intended to achieve this object.

GOVERNMENT OF KERALA

Labour (E) Department

NOTIFICATION

G.O. Rt. No. 531/84/LBR. *Dated, Trivandrum, 18th April 1984.*

S. R. O. No. 469/84.—Whereas the Government of Kerala are satisfied that public interest so requires that the opening time of Kokers Movie House, Cochin should be fixed as 12 noon, for the purpose of conducting noon shows ;

Now, therefore, in exercise of the powers conferred by subsection (2) of section 10 of the Kerala Shops and Commercial Establishments Act, 1960 (34 of 1960), the Government of Kerala hereby order that for a period of three months from the date of this notification, the said theatre shall not be opened earlier than 9 a. m. on Saturdays, Sundays and Public Holidays which fall on other days of the week and 12 noon on all other days or closed on any day later than 2 a.m.

By order of the Governor,

U. MAHABALA RAO,

Commissioner and Secretary to Government.

Explanatory Note

(This does not form part of the Notification, but is intended to indicate its general purport).

The provisions of the Kerala Shops and Commercial Establishments Act, 1960 (34 of 1960) are applicable to the Cinema Theatres in this State. The Manager, Kokers Movie House, Cochin has requested Government to issue orders permitting them to conduct noon shows from 12 noon in the theatre. Government consider that the request may be allowed for a period of three months. This notification is intended to achieve the above object.

GOVERNMENT OF KERALA

Revenue (Legislation) Department

NOTIFICATION

G. O. (Ms) No. 450/84/RD. *Dated, Trivandrum, 21st April* 1984.

S. R. O. No. 470/84.—In exercise of the powers conferred by section 99A of the Kerala Land Reforms Act, 1963 (1 of 1964), the Government of Kerala hereby make the following amendments to their Notification G. O. (Ms) No. 1034/83/RD dated the 7th November, 1983, published as S. R. O. No. 1565/83 in the Kerala Gazette Extraordinary No. 1350 dated the 8th November, 1983, namely :—

AMENDMENTS

In the schedule to the said notification, —

(1) for serial number 1 and the entries in columns, (2) (3) and (4) against it, the following Serial Numbers and entries shall be substituted, namely —

"1.	Trivandrum, Quilon and Pathanamthitta Districts	Appellate Authority Attingal; (Land Reforms)
1A.	Alleppey	Appellate Authority Alleppey"; (Land Reforms)

(2) for the entries in column (2) against Serial Number 2, the following shall be substituted, namely:—

"Kottayam, Idukki and Ernakulam Districts"

By order of the Governor,

N. M. SAMUEL,

Deputy Secretary to Government.

Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

1. In G. O. (Ms) 874/83/RD dated 5-9-1983 sanction was accorded for starting an office of the Appellate Authority (Land Reforms) at Attingal for dealing with the appeals of Trivandrum and the former Quilon Districts. Consequently the territorial jurisdiction of the Appellate Authority (Land Reforms), Alleppey has changed, and the new Appellate Authority

(LR) Attingal has to be included in the notification with its jurisdiction. So also, the new district of Pathanamthitta has to be brought under the Jurisdiction of the Appellate Authority (LR) Attingal.

2. Further in the notification issued in G. O. (Ms) No. 103·/83/RD dated 7th November 1983 Idukki District that was omitted to be nclnded in the territorial jurisdiction of the Appellate Authority (LR) Ernakulam has to be included.

This notification is intended to achieve the above object.



GOVERNMENT OF KERALA

General Administration (Rules) Department

NOTIFICATION

G. O. (P) No. 92/84/GAD. *Dated, Trivandrum, 22nd March* 1984.

S. R.O. No. 471/84.—In exercise of the powers conferred by sub-section (1) of section 2 of the Kerala Public Services Act, 1968 (19 of 1968), read with section 3 thereof, the Government of Kerala hereby make the following amendments to the Special Rules for the Kerala General Service published under Notification G.O. (P) No. 464 Public (Rules) Department dated the 28th November, 1966, in Part I of the Kerala Gazette No. 49 dated the 13th December, 1966, as subsequently amended, namely:—

AMENDMENTS

In the said rules,—

(1) in rule 1, in category 1, after the item "Administrative Assistant in the Directorate of Agriculture", the following item shall be inserted, namely:—

"Administrative Assistant, Department of Industries and Commerce.";

(2) in sub-rule (a) of rule 2, after the item "Administrative Assistant in the Directorate of Agriculture" in category 1 in column (1) and the entries against it in column (2) under the heading "Method of appointment", the following item and entries shall be inserted, namely:—

"Administrative Assistant, Department of Industries and Commerce.	By promotion from among Senior Superintendents in the Department of Industries and Commerce";

(3) in the table under rule 5, in category 1, after the item "Administrative Assistant in the Directorate of Agriculture" in column (1) and the entries against it in columns (2) and (3), the following items and entries shall be inserted, namely:—

(1)	(2)	(3)
"Administrative Assistant, Department of Industries and Commerce	By promotion	(1) Pass in S.S.L.C. or its equivalent. (2) Pass in Account Test (Lower).".

By order of the Governor,

M. DANDAPANI,

Commissioner and Secretary to Government.

G .444

[P.T.O.]

Explanatory Note

(This note does not form part of the notification, but is intended to indicate its general purport.)

Government propose to prescribe qualifications and method of appointment to the post of Administrative Assistants in the Department of Industries and Commerce by making suitable amendment to the Special Rules for the Kerala General Service. This notification is to achieve the above object.

To

All Heads of Departments and Offices.
All Departments of the Secretariat (all Sections)
The Secretary, Kerala Public Service Commission, (with C. L.)
The Registrar, University of Kerala, Trivandrum (with C. L.)
The Registrar, Gandhiji University, Kottayam (with C. L.)
The Registrar, University of Cochin, Cochin (with C. L.)
The Registrar, University of Calicut, Calicut (with C. L.)
The Registrar, Kerala Agricultural University, Trichur (with C. L.)
The Registrar, High Court of Kerala, Ernakulam (with C. L.)
The General Manager, Kerala State Road Transport Corporation, Trivandrum. (with C. L.)
The Secretary, Kerala State Electricity Board, Trivaudrum (with C. L.)

The Accountant General, Trivandrum
All Commissioner and Secretaries, Secretaries, Special Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries, Under Secretaries to Government.
The Secretary to Governor
The Private Secretaries to the Chief Minister, Deputy Chief Minister and other Ministers.
The General Administration (Services-B)/(S. C.) Departments.
The Under Secretary to the Chief Secretary.
All Recognised Service Associations.

GOVERNMENT OF KERALA

Transport, Fisheries and Ports (Transport-C) Department

NOTIFICATION

No. 35136/TC1/83/TF&P. *Dated, Trivandrum, 3rd January* 1984.

S. R. O No. 472/84.—Whereas representation has been received by Government from the Stage Carriage Operator Messrs. S. S. Roadways, Talap, Cannanore that the vehicle tax for the quarter ended on the 31st December 1983 in respect of the Stage Carriage bearing Registration Number KLN. 2055 KLN. 8055 and KLC. 6255 could not be remitted within the prescribed period due to financial strain and that extension of time for payment of vehicle tax in respect of these vehicles may, therefore, be granted;

And whereas, the Government are convinced that circumstances existed that the operator of the said stage carriages could not remit the vehicle tax in respect of the said stage carriages ordinarily kept for use in the State for the quarter ended on the 31st December 1983 due to financial strain;

And whereas, the Government are convinced that non-operation of the said stage carriages due to non-payment of tax would have caused great inconvenience to the travelling public;

And whereas, the Government consider it necessary to extend in public interest the time for payment of the vehicle tax for the quarter ended on the 31st December 1983;

Now, therefore, in exercise of the powers conferred by section 22 of the Kerala Motor Vehicles Taxation Act, 1976 (19 of 1976), read with rule 5 of the Kerala Motor Vehicles Taxation Rules, 1975, the Government of Kerala hereby order that the vehicle tax for the quarter ended on the 31st December 1983 in respect of the said stage carriage ordinarily kept for use in the State shall be paid on or before the 31st December, 1983, together with additional tax payable under section 12 of the Kerala Motor Vehicles Taxation Act, 1976 read with the Notification (5) No. 33942/TC2/75-5/PW. dated the 29th September, 1975 published as S. R. O. No. 876/75 in the Kerala Gazette Extraordinary No. 572 dated the 29th September, 1975.

By order of the Governor,

V. A. Augustine,

Additional Secretary to Government.

G. 326 [o. z. o.]

Explanatory Note

(This is not part of the notification, but is intended to indicate the main purpose of the issue of the notification).

Government have received representation from the Stage Carriage Operator as shown in the notification requesting extension of time for payment of vehicle tax for the quarter ended 31st December 1983 due to financial strain;

Government are convinced of the position and in public interest, grant extension of time for payment of tax as otherwise these vehicles might be put out of operation for non-payment of tax causing great inconvenience to the travelling public.

GOVERNMENT OF KERALA

Local Administration and Social Welfare (C) Department

NOTIFICATION

G. O. (Ms.) No. 99/84/LA & SWD. *Dated, Trivandrum, 10th April 1984.*

S. R. O. No. 473/84.—In exercise of the powers conferred by sub-section (1) of section 142 of the Kerala Panchayats Act, 1960 (32 of 1960), and at the request of the Pullur–Periya Panchayat contained in its resolution No. 26/83 dated the 7th July, 1983, the Government of Kerala hereby declare that the provisions of the Law relating to the Municipalities mentioned in the Schedule below, shall be extended to, and be in force, in the Pullur–Periya Panchayat area in Cannanore District, with effect from 15-5-1984.

SCHEDULE

Clause (3), (4), (16), (28), (30), (33) and (39) of Section 3, provisions of Chapters IX and X, sections 347, 349, 350, 352, 355, 359, and 363 to 365 as far as they relate to matters specified in Chapters IX and X of the Kerala Municipalities Act, 1960 (14 of 1961), and the provisions regarding the Penalties specified in Schedules V and VI of the said Act for the contravention of sections 196, 197, 202, 204, 205, 207, 209 to 213, 215, 216, 218 to 221, 224 to 227 and subsection (10) of section 363 thereof and the Kerala Municipal Building Rules, 1968.

By order of the Governor,
V. R. PADMANABHAN,
Joint Secretary to Government.

Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

Pullur–Periya Panchayat in Cannanore District has requested to enforce certain provisions of the Kerala Municipalities Act, 1960 and the Municipal Buildings Rules, 1968 to its area. The Director of Panchayats, in consultation with the Chief Town Planner, has recommended the request of the Panchayat. Government have accepted the proposal. This notification is intended to achieve the above object.

GOVERNMENT OF KERALA

Revenue (N) Department

NOTIFICATION

No. 21909/N2/81/RD. *Dated, Trivandrum, 12th April* 1984.

S. R. O. No. 474/84.—Whereas the Government are satisfied that on account of the lands, specified in the Schedule below held by Dr. C. T. Eapen's Trust, Quilon District, being bonafide required for the educational and charitable purposes of the Trust, it is necessary in the public interest to exempt the said lands from the provisions of Chapter III of the Kerala Land Reforms Act, 1963 (1 of 1964);

Now, therefore, in exercise of the powers conferred by subsection (3) of section 81 of the said Act, the Government hereby exempt the said lands from the provision of Chapter III thereof, subject to the following conditions, namely:—

(1) that the lands or any portion thereof shall not be alienated by the Trust;

(2) that the land shall be used only for educational and charitable purposes;

(3) that the land shall be utilised only for the purposes mentioned in condition No. (2) above, within five years from the date of publication of this notification in the Gazette; and

(4) that if any of the above conditions are violated, the exemption shall cease to be in force and the excess lands will be resumed by Government.

THE SCHEDULE

District	Taluk	Village	Sy. No. & Subdivision Number	Extent		
				Acre	Cent	Sq. links
Quilon	Adoor	Sasthamcottah	601/1B 593/1 587/1 592/1-11 590/1-3	18	05	150
			Total	18	05	150

By order of the Governor,

R. B. PATHAK,

Secretary to Government.

[P.T.O.]

Explanatory Note

(This does not form part of the notification, but is intended to indicate the general purport).

The Metropolitan, Quilon Diocese and Managing Trustee of Dr. C T. Eapen's Trust filed an application requesting for exemption of 18.05.150 acres of land in Sasthamcottah Village from the ceiling provision of the Kerala Land Reforms Act, as the lands are bonafide required by the Trust for educational and charitable purpose.

From enquiries made in the matter, Government are satisfied that the lands mentioned in the schedule above are bonafide required by the institution for educational and charitable purposes. Government are therefore pleased to exempt under section 81 (3) of the Kerala Land Reforms Act, 1963, the said land from the provision of Chapter III of the said Act, subject to the condition] specified in the notification. The notification is intended to achieve the above object.

GOVERNMENT OF KERALA

Transport, Fisheries and Ports (C) Department

NOTIFICATION

No.28714/TC1/83/TF & P. *Dated, Trivandrum, 15th February* 1984.

S. R. O. No. 475/84.—Whereas representation has been received by Government from the Stage Carriage Operator Sri T V. Achuthan, Sarada mandiram, West Fort, Trichur, that the arrears of vehicle tax for the quarter ended on the 31st March 1982, 30th June 1982, 30th September 1982, 31st December 1982 and 30th June 1983 in respect of the stage carriage bearing Registration Number KLO.2853 could not be remitted within the prescribed period due to financial strain and that permission may be granted to remit the arrears of Vehicle tax in respect of this vehicle in monthly instalments;

And whereas, the Government are convinced that circumstances existed that the operator of the said stage carriage could not remit the arrears of vehicle tax in respect of the said stage carriage ordinarily kept for use in the State for the quarter ended on the 31st March 1982, 30th June, 1982 30th September 1982 31st December 1982 and 30th June 1983 due to financial strain;

And whereas, the Government are convinced that non-operation of the said stage carriage due to non-payment of tax would caused great inconvenience to the travelling public;

And whereas, the Government consider it necessary in public interest to permit the stage carriage operator to remit 1/3rd of the tax the arrears of the vehicle tax for the quarter ended on the 31st March 1982, 30th June, 1982, 30th September, 1982 and 30th June, 1983 in respect of the said stage carriage on or before 10th October 1983 and the blance amount in three equal monthly instalments; commencing from 1st November 1983.

Now, therefore, in exercise of the powers conferred by section 22 of the Kerala Motor Vehicles Taxation Act, 1976 (19 of 1976), read with rule 5 of the Kerala Motor Vehicles Taxation Rules, 1975, the Government of Kerala hereby order that the arrears of vehicle tax for the quarter ended on the 31st March 1982, 30th June, 1982 30th September, 1982, 31st December 1982 and 30th June 1983 in respect of the said stage carriage ordinarily kept for use in the State 1/3rd of the tax arrears shall be paid on or before 10th October 1983 and the balance amount in three equal monthly instalments commencing from 1st November, 1983 together with additional tax payable under section 12 of the Kerala Motor Vehicles

Taxation Act, 1976 read with the Notification (5) No. 33942/TC2/75-5/PW. dated the 29th September, 1975 published as S. R. O. No. 876/75 in the Kerala Gazette Extraordinary No. 572 dated 29th September, 1975.

By order of the Governor,

V.A. AUGUSTINE,

Additional Secretary to Government.

Explanatory Note

(This is not part of the notification, but is intended to indicate the main purpose of the issue of the notification.)

Government have received representation from the Stage Carriage Operator as shown in the notification requesting instalment facility for payment of vehicle tax for the quarter ended on the 31st March 1982, 30th June 1982 30th September, 1982 31st December 1982 and 30th June 1983 due to financial strain;

Government are convinced of the position and in public interest, grant instalment facility for payment of tax as otherwise the vehicle might be put out of operation for non-payment of tax causing great inconvenience to the travelling public.

Kerala Gazette No. 20 dated 15th May 1984.
PART I **Section iv**

GOVERNMENT OF KERALA

Transport, Fisheries and Ports (C) Department

NOTIFICATION

No. 27905/TC1/83/TF&P. *Dated, Trivandrum, 3rd January,* 1984.

S.R.O. No. 476/84.—Whereas representation has been received by Government from the Stage Carriage Operator Sri E. M. Muhamed Ali, S/o Kunhamed, Karumbanoot house, Veliparambu, Calicut, that the arrears of vehicle tax for the quarter ended on the 30th June 1983 and 30th September 1983 in respect of the Stage Carriage bearing Registration Number KLZ 4697 could not be remitted within the prescribed period due to financial strain and that permission may be granted to remit the arrears of vehicle tax in respect of this vehicle in monthly instalments;

And whereas, the Government are convinced that circumstances existed that the operator of the said stage carriage could not remit the arrears of vehicle tax in respect of the said stage carriage ordinarily kept for use in the State for the quarter ended on the 30th June 1983 and 30th September 1983 due to financial strain;

And whereas, the Government are convinced that non-operation of the said stage carriage due to non-payment of tax would cause great inconvenience to the travelling public;

And whereas, the Government consider it necessary, in public interest to permit the stage carriage operator to remit one third of the arrears of vehicle tax for the quarter ended on the 30th June 1983 and 30th September 1983 on or before 15th October 1983 and the balance amount in five equal monthly instalments;

Now, therefore in exercise of the powers conferred by section 22 of the Kerala Motor Vehicles Taxation Act, 1976 (19 of 1976), read with rule 5 of the Kerala Motor Vehicles Taxation Rules, 1975, the Government of Kerala hereby order that out of the total arrears of vehicle tax for the quarter ended on the 30th June 1983 and 30th September 1983 in respect of the said stage carriage ordinarily kept for use in the State one third shall be paid on or before the 15th October 1983 and the balance amount in five equal monthly instalments commencing from the 15th November, 1983 together with additional tax payable under section 12 of the Kerala Motor Vehicles Taxation Act, 1976 read with the Notification (5) No. 33942/TC2/75-5/PW. dated the 29th September, 1975 published as S. R. O. No. 876/75 in the Kerala Gazette Extraordinary No. 572 dated the 29th September, 1975.

By order of the Governor,
V. A. Augustine,
Additional Secretary to Government.

Explanatory Note

(This is not part of the notification, but is intended to indicate the main purpose of the issue of the notification.)

Government have received representation from the Stage Carriage Operator as shown in the notification requesting instalment facility for payment of vehicle tax for the quarter ended 30th June 1983 and 30th September 1983 due to financial strain.

Government are convinced of the position and in public interest, grant instalment facility for payment of tax as otherwise the vehicle might be put out of operation for non-payment of tax causing great inconvenience to the travelling public.

GOVERNMENT OF KERALA

Transport, Fisheries and Ports (Transport-C) Department

NOTIFICATION

No. 31445/TC1/83/TF&P. *Dated, Trivandrum, 10th February,* 1984.

S. R. O. No. 477/84.—Whereas representation has been received by Government from the Stage Carriage Operator Smt. C. K. Nalini, Sreelatha Nivas, P. O. Chirakkal, Cannanore that the arrears of Vehicle tax for the quarter ended on the 30th September, 1983 in respect of the Stage Carriage bearing Registration number KLC. 6211 could not be remitted within the prescribed period due to financial strain and that permission may be granted to remit the arrears of Vehicle Tax in respect of this vehicle in monthly instalments;

And whereas, the Government are convinced that circumstances existed that the operator of the said stage carriage could not remit the arrears of vehicle tax in respect of the said stage carriage ordinarily kept for use in the State for the quarter ended on the 30th September 1983 due to financial strain;

And whereas, the Government are convinced that non-operation of the said stage carriage due to non-payment of tax would cause great inconvenience to the travelling public;

And whereas, the Government consider it necessary in public interest to permit the stage carriage operator to remit the arrears of vehicle tax for the quarter ended on the 30th September 1983 in respect of the said stage carriage in five equal monthly instalments;

Now, therefore, in exercise of the powers conferred by section 22 of the Kerala Motor Vehicles Taxation Act, 1976 (19 of 1976), read with rule 5 of the Kerala Motor Vehicles Taxation Rules, 1975, the Government of Kerala hereby order that the arrears of vehicle tax for the quarter ended on the 30th September, 1983 in respect of the said stage carriage ordinarily kept for use in the state shall be paid in five equal instalments, the first instalment being payable on or before the 3rd November, 1983 together with additional tax payable under section 12 of the Kerala Motor Vehicles Taxation Act, 1976 read with the Notification (5) No. 39042/TC2/75-5/PW. dated the 29th September, 1975 published as S. R. O. No. 876/75 in the Kerala Gazette Extraordinary No. 572, dated 29th September, 1975.

By order of the Governor,
V. A. Augustine,
Additional Secretary to Government.

Explanatory Note

(This is not part of the notification, but is intended to indicate the main purpose of the issue of the notification.)

Government have received representation from the Stage Carriage Operator as shown in the notification requesting instalment facility for payment of vehicle tax for the quarter ended on the 30th September 1983 due to financial strain ;

Government are convinced of the position and in public interest, grant instalment facility for payment of tax as otherwise the vehicle might be put out of operation for non-payment of tax causing great inconvenience to the travelling public.

Reg. No. KL/TV(N)/...
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Government of Kerala
1984



KERALA GAZETTE

EXTRAORDINARY

PUBLISHED BY AUTHORITY

Vol. XXIX] Trivandrum, Tuesday, 15th May 1984 / 25th Vaisakha 1906 [No. 402

GOVERNMENT OF KERALA

Local Administration and Social Welfare (D) Department

NOTIFICATION

G. O. Ms. No. 128/84/LA&SWD. *Dated, Trivandrum, 15th May* 1984.

I

S. R. O. No. 484/84.—WHEREAS the Government of Kerala have in notification No. 46508/D1/83/LA&SWD dated the 8th December, 1983 published in the Kerala Gazette Extraordinary No. 1505 dated the 13th December, 1983 declared their intention to constitute the Kanhangad Panchayat area as a Municipality;

AND WHEREAS, notice has been given as required by the proviso to sub-section (1) of section 3 of the Kerala Panchayats Act, 1960 (32 of 1960), to the Kanhangad Panchayat to show cause against the proposal to cancel the declaration of the said Panchayat area;

AND WHEREAS, the said Panchayat has not objected to the proposal;

NOW, THEREFORE, in exercise of the powers conferred by clause (d) of sub-section (1) of section 3 of the Kerala Panchayats Act, 1960 (32 of 1960) the Government of Kerala hereby cancel the declaration of the Kanhangad Panchayat area made in notification No. G.O. Ms. 196/81/DD dated the 28th December, 1961, published in the Kerala Gazette Extraordinary No. 154 dated the 28th December, 1961 with effect from 1st day of June, 1984.

33/1782/MC.

I

S. R. O. No. 485/84.—WHEREAS the Government of Kerala have in notification No. 46508/D1/83/LA&SWD dated the 8th December, 1983, published in the Kerala Gazette Extraordinary No. 1505 dated the 13th December, 1983, declared their intention to constitute the Kanhangad Panchayat area as a Municipality;

AND WHEREAS, a period of two months from the date of publication of the said notification has expired and the objections and suggestions received have been considered by Government;

NOW, THEREFORE, in exercise of the powers conferred by sub-section (3) of section 4 of the Kerala Municipalities Act, 1960 (14 of 1961), the Government of Kerala hereby declare the areas within the Kanhangad Panchayat as a Municipality with effect from the 1st day of June, 1984.

By order of the Governor,

C. Gopalakrishnan,
Deputy Secretary.

Explanatory Note

(This does not form part of the notification but is intended to indicate its general purport.)

Requests have been received by the Government for constituting the Kanhangad Panchayat area as a Municipality.

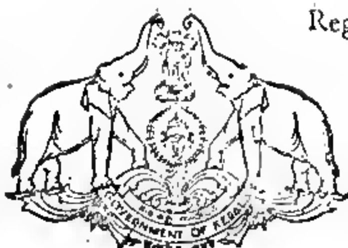
The Government have considered the requests and after consulting the Panchayat concerned, decided to constitute Kanhangad Panchayat area as a Municipality with effect from 1-6-1984.

The Notifications are intended to achieve the above object.

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KERALA GAZETTE

EXTRAORDINARY

PUBLISHED BY AUTHORITY

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PROSPECTUS

For Admission to M.B.B.S. Course in Medical Colleges 1984-85

(Prospectus issued for earlier years are not valid)

No. 4029/B1/84/DME. *4th May* 1984.

1. *Eligibility for Admission*

(a) Candidates who have passed the Pre-Degree Examination of the Universities in Kerala with Physics, Chemistry and Biology as Optional Subjects or any other Examination recognised by the Universities in Kerala as equivalent thereto are eligible for admission if they have secured an aggregate of 50% marks or above in the Optional Subjects. Relaxation of 10% marks will be allowed to candidates belonging to Scheduled Castes/Scheduled Tribes and 5% marks to candidates belonging to Socially and Educationally Backward Communities.

OR

Candidates who have passed B.Sc. Degree (Three Year Course) Examination of the Universities in Kerala or any other University recognised by the Universities in Kerala as equivalent thereto with Physics, Chemistry, Zoology, Botany/Biochemistry as main and any one or two of the above subjects as subsidiaries provided they have secured 50% or more marks for main and subsidiary subjects taken together, subject to the relaxation in the

marks provided in Clause 1 (a) for Scheduled Castes/Scheduled Tribes and Socially and Educationally Backward Classes and on condition that they have passed the Pre-Degree Examination of Universities in Kerala with Physics, Chemistry and Biology or any Examination approved by those Universities as equivalent to Pre-Degree with eligibility for admission to M.B.B.S. Course.

(b) Only Indian Citizens of Kerala Origin are eligible for admission to the M.B.B.S. Course except in the case of seats reserved for the nominees of Government of India, Government of Pondicherry and Government of Union Territory of Andaman and Nickobar Islands and Lakshadweep Administration. The candidates in order to prove that they are Indian citizens of Kerala Origin have to produce certificate from the Village Officer/Tahsildar to show that he/she or his/her parents (father/mother) has been a resident of the Travancore-Cochin/Malabar Areas now situated in the Kerala State or has owned or possessed landed property or house in the Travancore-Cochin/Malabar Areas now situated in Kerala State or a certificate regarding the region of Education from the Head of Educational Institutions where the candidates underwent the Courses. These certificates will not be insisted on in the case of applicants who are children of Central Government Employees not belonging to State but who are serving in the State at the time of submission of application and also in the case of children of employees of UNICEF and other agencies of the United Nations and the children of persons who are domiciled in the State but who are permanently employed in Registered Joint Stock Companies—Private and Public and any Public Sector undertakings in the State at the time of admission to the respective course.

2. *Age*

Applicants should have completed the age of 17 on the 31st December of the year of admission to the first M.B.B.S. Course. No relaxation of the minimum age limit shall be made on any account.

3. *Duration*

The curriculum of studies for the M.B.B.S. Course will extend over a period of four and a half years and twelve months Compulsory Rotating Internship on successful completion of the course.

4. *Fees*

The fee payable for each academic year is noted below:

(i) Tuition fee for I M.B.B.S. Rs. 792 (As Rs. 396 payable at the time of admission and Rs. 396 on the first working day of the next academic year).

(ii) Tuition fee for II M.B.B.S. Rs. 792 (Rs. 396 payable on the Ist working day of the first year and Rs. 396 on the Ist working day of next academic year).

(iii) Tuition fee for Final Year M.B.B.S. (Rs. 396 payable on the 1st working day of the next academic year).

(iv)	Fee for Additional Course in each subject	Rs.	45
(v)	Annual Registration Fee	Rs.	10
(vi)	Special Fee	Rs.	60.25

(vii) Caution Deposit in the case of 1st year: (Rs. 100 (Refundable) for the recovery of breakages or loss of Laboratory Equipments, Tools, etc.

(viii) Van fare — Rs. 75 per annum

Note:—A fine of Re. 1 will be levied from the Students for every week's default in payment of tuition and Miscellaneous fees. The candidate will lose his/her attendance if he/she does not pay the fees within 15 days from the due date.

5. *Total number of Seats*

The total number of seats for the first M.B.B.S. will be 700 distributed among the 5 medical colleges as indicated below:

(1)	Medical College, Alleppey	100
(2)	Medical College, Calicut	200
(3)	Medical College, Kottayam	100
(4)	Medical College, Trichur	100
(5)	Medical College, Trivandrum	200

6. *Reservation of Seats*

(a) 24 Seats for admission to first M.B.B.S. Course will be reserved for Government of India nominees. Nominations to these seats will be made by Government of India subject to eligibility conditions in Clause 1. These seats will be distributed among the 5 Medical Colleges of the State, i.e., 5 Seats for each Medical College—Trivandrum/Calicut/Kottayam/Alleppey and 4 Seats for Medical College, Trichur.

(b) Two seats for admission to first M.B.B.S. Course will be reserved for Government of Pondicherry nominees. Nominations to these seats will be made by Government of Pondicherry subject to eligibility condition in Clause 1 and these seats will be distributed among the Medical Colleges of State.

(c) Two seats for first M.B.B.S. Course will be reserved for holders of Degree/Diploma in Ayurveda recognised by Government under the schedule to the Travancore-Cochin Medical Practitioners' Act, subject to eligibility condition in Clause 1. Applicants to this category must superscribe on their application as follows:—"Application for seats reserved for holders of Degree/ Diploma in Ayurveda". Documentary evidence in support of the claim

against these reserved seats should be attached with the application. Admission will be given both to the Degree/Diploma holders without discrimination on the basis of marks obtained at the Entrance Examination as prescribed in Clause (8).

(d) Two seats for first M.B.B.S. Course will be reserved for holders of Degree/Diploma in Homoeopathy recognised by Government under the schedule to Travancore-Cochin Medical Practitioners' Act, 1953, subject to eligibility condition in clause 1. Admission will be given both to the Degree and Diploma holders without discrimination, on the basis of marks obtained at the Entrance Examination as prescribed in clause (8). Applicants to this category must superscribe on their application as follows:—"Application for seats reserved for holders of Degree/Diploma in Homoeopathy". Documentary evidence in support of the claim against these reserved seats should be attached with the application.

(e) Five seats for the first M.B.B.S. Course will be reserved for outstanding Sportsmen who are otherwise eligible for admission as per clause 1. The selection will be made by a Committee constituted by Government in this behalf on the basis of the proficiency in Sports as per the norms prescribed by Government from time to time and not on the basis of the marks obtained by the candidates in the Entrance Examination. Applicants to this category must superscribe on their application as follows:—"Application for seats reserved for outstanding Sportsmen". Documentary evidence in support of the claim against these reserved seats should be attached with the application.

(f) Four seats for the first M.B.B.S. Course will be reserved for the children/widows of the Defence Personnel killed in action/missing in action/disabled either during War Hostilities or in Peace time who are otherwise eligible as per clause 1 for admission. This benefit will be available only to one person in respect of each Defence Personnel killed in action or missing in action/disabled either during War Hostilities or in Peace time. They should invariably produce a certificate obtained not earlier than six months from Military Authorities/Zilla Sainik Board to the effect that he/she is the son/daughter/widow of the Defence Personnel who was killed in action or missing in action. If, in any year, no suitable candidates coming under this category of Children of Defence Personnel killed/missing in action/disabled either during War Hostilities or in Peace time are available for the concession as per the existing orders/rules the seats reserved for them will be given to the dependents (children and widows only) of Defence Personnel died in harness, if they are otherwise eligible as per clause 1. If there are still no suitable candidates coming under this category of dependents (children and widows only) of Defence Personnel "died in harness", the Seats reserved for Children/Widow of the Defence Personnel killed/missing in action/disabled either during War Hostilities or in Peace time may be given to Ex-servicemen/Children of Ex-servicemen if they are otherwise qualified as per clause 1. The selection will be made on the basis of the marks obtained at the Entrance Examination

as prescribed in Clause (8). Applicants to this category must superscribe on their application as follows:—"Application for Seats reserved for Children of Defence Personnel killed/missing in action/disabled either during War Hostilities or in peace time died in harness". Documentary evidence in support of the claim against the reserved seats should be attached with the application.

(g) Four seats in the first M.B.B.S. Course will be reserved for Ex-servicemen/children of Ex-servicemen who are otherwise eligible for admission as per Clause 1. Selection will be made on the basis of the marks obtained at the Entrance Examination as prescribed in clause (8). Applicants to this category must superscribe on their application as follows:—"Application for seats Reserved for Ex-servicemen/children of Ex-servicemen". They should invariably produce a certificate obtained not earlier than 6 months from the date of application from the Military Authorities or Zilla Sainik Board to the effect that he/she is the son/daughter of Ex-servicemen or is an Ex-servicemen himself/herself.

(h) One seat in the first M.B.B.S. Course will be reserved for Nurses of Health Services Department under the Government of Kerala who are otherwise eligible under clause 1. Selection will be made on the basis of the marks obtained at the Entrance Examination as prescribed in Clause 8.

(i) One seat for first M.B.B.S. Course will be reserved for Orthopaedically and other handicapped candidates who are suitable for undergoing Medical Education and otherwise eligible for admission as per clause 1. The selection will be made on the basis of the percentage of disability assessed by the Clinical Experts associated with a Committee constituted and approved by the Committee at the time of interview and not on the basis of the marks obtained by the candidates in the Pre-Degree or equivalent Examinations or the Entrance Test. The selection will be made by a Committee consisting of Secretary to Government, Health (Chairman), Director of Medical Education (Convener), Professor of Physical Medicine and Rehabilitation, Medical College, Trivandrum and Director & Professor/Professor of Orthopaedics, Medical College, Trivandrum (Members). The last two members are Clinical Experts.

(j) One seat for the first M.B.B.S. Course will be reserved for candidates belonging to Anglo-Indian Community who possess the eligibility as per clause 1. The selection will be on the basis of marks obtained at the Entrance Examination as prescribed in clause (8). Application under this category should produce a Certificate from the Village Officer/Tahsildar to the effect that the applicant belongs to Anglo-Indian Community.

(k) One seat for the first M.B.B.S. Course will be reserved for candidates of Malayali Origin settled in the Union Territory of Andaman and Nicober Islands on condition that the candidates must have been nominated by the Covernment of the Union Territory of Andaman and Nicober

Islands and must possess the requisite qualifications as provided under clause 1 for admission to first M.B.B.S. Course in the Medical Colleges of the State.

(l) One seat will be reserved for candidate of Malayali Origin settled in Lakshadweep

7. *Allocation of seats*

652 Seats will available after deducting 48 seats for mandatory admissions as provided in clause 6 will be distributed as follows:—

(1) 13 Seats are reserved for candidates who are Indian Citizens of Kerala Origin and who have qualified themselves for admission to M.B.B.S. Course as per clause 1 from Universities other than Universities in Kerala and Institutions within Kerala State affiliated to outside Universities from Universities in Kerala to the effect that their qualification is sufficient to seek admission to the M.B.B.S. Course in this State. Principles of Communical reservation as per G.O. (P) 208/66/Edn. dated 2-5-1966 and G.O. MS. 131/71/Edn. dated 6-8-1971 as modified from time to time will be applicable. Selection to these seats will be on the basis of Entrance Examination as prescribed in clause (8) and will be subject to reservation for Backward Communities and other quotas if any, prescribed by the Government from time to time.

1.	State Merit	7
2.	T.C. Merit	1
3.	Malabar Merit	1
4.	Ezhava	1
5.	Muslim	1
6.	Other Backward Hindus	1
7.	Latin Catholic other than Anglo-Indian	Nil
8.	Other Backward Christians	Nil
9.	Scheduled Caste/Scheduled Tribe	1
	Total	13

Note:—(1) Children of Indian based Staff belonging to Kerala who apply for the above seats will furnish only a certificate to the effect that their parents belong to Kerala State.

The remaining 639 seats will be filled up on the basis of following allocation:—

(a) 50% of the seats will be filled up purely on merit on a State-wide basis.

(b) 15% of the seats will be allocated between the Malabar and T.C. area now situated in Kerala in the ratio 5:8. The eligibility to apply for admission to the Regional Quota will be on the basis of the certificate of residence, ownership or possession of landed property or house or certificate of region of education as specified in clause 1 (c).

(c) The remaining 35% of seats will be reserved for the Socially and Educationally Backward Communities [G.O.(P) 208/66/Edn. dated 2-5-1966] and Scheduled Caste/Scheduled Tribe as given below:

The following will be the break-up of seats:—

1.	State Merit	319
2.	T.C. Merit	59
3.	Malabar Merit	37
4.	Ezhava 9%	58
5.	Muslim 8%	51
6.	O.B.H. 5%	32
7.	L.C. OAI 2%	13
8.	O.B.X.	
	(a) S.I.U.C. (b) Converts from Scheduled Castes to Xianity 1%	6
9.	Scheduled Caste/	51
	Scheduled Tribe	13
		639

8. Admission to M.B.B.S. Course except to the 34 seats under the reservation quota specified in clause 6 (a), (b), (e), (i), (k), and (l) shall be made on the basis of a common entrance examination conducted by the Commissioner for Entrance Examinations. The entrance examination will be objective type at the Pre-Degree standard of Kerala/Calicut Universities (Papers in Chemistry, Physics and Biology). The details of the examination will be notified by the Commissioner for Entrance Examination. Admission will be based on merit as shown in the results of the entrance examination and subject to the reservation in clauses 6 and 7 unless otherwise stated.

9. In case there is a tie in the total aggregate of marks obtained at the entrance examination, it will be resolved as follows:—

(a) Marks for Physics obtained at the entrance examination will be excluded and the candidate with the higher aggregate in Biology and Chemistry at the entrance examination will be ranked higher.

(b) If the tie still remains, the candidate with the higher marks in Biology at the entrance examination will be ranked higher.

(c) If the tie still remains those who have higher total aggregate marks in the subjects of Physics, Ghemistry and Biology taken together at the Pre-Degree Examination will be ranked higher.

10. If any of the seats reserved under clause 6 remains unfilled such vacancies shall be taken together and distributed according to merit, such seats being added on to General Merit.

11. Reservation to Scheduled Caste/Scheduled Tribe candidates, Socially and Educationally Backward Classes, etc., will be in accordance with the provisions contained in (1) G.O. (P) 208/66/Edn. dated 2-5-1966, (2) G.O. Ms. 131/71/Edn. dated 6-8-1971 as modified from time to time. Candidates belonging to Scheduled Caste/Scheduled Tribe and Socially and Educationally Backward Classes will produce a certificate from the Village Officer concemed in the form provided in the application with regard to their caste/community and family income in application form itself.

12. The Principals of the Medical Colleges are entitled to refuse admission to those candidates recommended by Commissioner for Entrance Examination on the basis of the results of the common entrance examination, if they are not satisfied with the correctness or genuineness of any certificates filed by the candidate along with the application. The decision of the Director of Medical Education in this behalf will be final.

13. Admission even if given will be cancelled if it is found later that false certificates have been produced or that admissions have been secured by fraudulent means.

14. There will be no interview for selection of candidates except in the case of admission to the seat reserved for orthopaedically and other handicapped candidates. Selection will be purely on the basis of merit assessed on the marks obtained in the common entrance examination except in the case of sports quota, quota for orthopaedically and other handicapped and nominations made by Govemment of India, Covernment of Pondicherry and Andaman and Nicobar Administration.

15. Application forms for admission to M.B.B.S. Course can be obtained from the Office of the Principals of the Medical Colleges on payment of Rs. 75 towards registration fee for entrance examination and cost of application form. Applicants desiring to have the forms sent to them by Post should remit Rs. 80 for each application form. S.C./S.T. candidates need remit Rs. 25 to obtain the application from the office of the Principals and Rs. 30 to obtain the application by post. Applicants sending the amount by money order will note that money orders which do not indicate in the money order coupon

the full address of the candidates and the name of the course for which the application form is required will not be accepted. Postal Order, Cheque or Draft will not be accepted towards cost of application form. The cost of the form shall not be refunded under any circumstances.

Note:—There is a common application form for all courses together. One candidate need obtain only one form. Applicants other than SC/ST candidates who are desirous of applying for more than one courses can do so provided an extra fee of Rs. 25 for each course is paid for which a receipt will be issued by the office concerned. But S.C./S.T. candidates who are desirous to apply for more than one course have to pay an additional fee with Rs. 10 for every course. Separate applications will be used for SC/ST candidates. This receipt has to be attached to the application form and the details of receipt, number and date entered in the appropriate column in the application.

16. *How and when to apply*

Application forms correctly filled up together with the following documents should be sent to the Commissioner for Entrance Examination, Trivandrum-695041 before the time and date notified by the Commissioner. Late and defective applications will not be considered by the Commissioner for Entrance Examinations under any circumstances.

(a) Original receipt for the payment of the prescribed fee for the application.

(b) True copy of relevant page of the S.S.L.C. to prove the date of birth and community for corroborative verification of community.

(c) True copies of Course/Pass Certificate and the statement of marks obtained in respect of all the parts in the qualifying examination.

(d) True copies of two recent (not prior to six months) Conduct Certificates, one from the Head of Institution in which the candidates studied last and another from a Gazetted Officer.

(e) The certificate of residence or ownership or possession of landed property or house or the certificate of birth from a Village Officer or the certificate of region of education from the Head of the Educational Institutions concerned (to be obtained in the application form).

(f) Community Certificate for Socially and Educationally Backward Classes [Castes and Communities as per G.O. (P) 208/66/Edn. dated 2-5-1966 and G.O. (P) 106/84/H. Edn. dated 19-5-1984 with an aggregate family income of less than Rs. 12,000] from the Village Officer (To be obtained in the application form itself). In the case of certificates obtained as "Latin Catholic Mukkuva or Latin Catholic Nadar Christian etc.", will be treated as only Other Backward Christian and hence due caution be taken for getting a Certificate as "Latin Catholic Other than Anglo Indian" for getting consideration in this group.

(g) Certificate of community in form prescribed in the application obtained from the Village Officer concerned in the case of candidates belonging to Scheduled Castes/Scheduled Tribes.

(h) Converted Christians are required to produce Community Certificates as directed in the G.O. MS, 87/79/DD dated 18-6-1979, vide clause IV(ii) for consideration as Scheduled Caste. No other form of evidence will be entertained.

(i) Children of Non-Keralites Central Government Employees and persons employed in Registered Joint Stock Companies (Private and Public) and other Government recognised institutions in Kerala at the time of application, shall attach a certificate in original from the Head of the Office of their parents, specifying the place and District in Kerala where their parents are employed.

Note:—(1) True copies of the certificate referred to above should be attested by a Gazetted Officer or by the Head of the Institution in which the candidate studied last clearly mentioning the date of attestation. This will be applicable for Xerox copies also. The originals need be produced only when called for.

(2) The candidate will have to produce on demand any other Certificate/Record that may be prescribed by Government or for this matter by the Director of Medical Education, the Principals of Medical Colleges, Commissioner for Entrance Examination in addition to those already specified.

(3) Applications with the prescribed documents carefully fastened should be sent by Registered Post or delivered in person at the Office of the Commissioner for Entrance Examinations, Trivandrum-695041. Applications with defective or incomplete certificates will be rejected.

(4) Documents or details furnished after the last date fixed for receipt of the applications will not be considered on any account.

17. *Date of joining*

Selected candidates who pay the required fees in time on getting instructions from the Principal should join the College on the date notified in this behalf.

18. *Penalty for Default*

If the office receipt or Treasury Chalan for the remittance of tuition fee is not received in the College Office on or before the date notified in this behalf the selection of the candidates concerned is liable for automatic cancellation.

19. Students of Scheduled Caste/Scheduled Tribe and Backward Classes eligible for educational concessions are exempted from the payment of fees as per orders of the Government issued in this regard from time to time.

20. *College Union and Athletics*

All students should become members of the College Union and are expected to take part in games and athletics.

21. *College Calendar*

Copies of the College Calendar will be supplied from the College Office when they are ready.

22. *Discipline*

Before admission to the College concerned the selected candidate should submit the declaration given below duly signed by him/her and attested by his/her parent or guardian as the case may be. Admission will be resfused if this declaration is not produced.

DECLARATION

(1) I,..............................the undersigned, a student of the Medical College,.............................hereby agree with the Chief Secretary to Government of Kerala, his successors and assigns to conform from this date to the rule and regulations including those relating to the Hostel, if I am admitted thereto, laid down or to be laid down or hereinafter by the Chief Secretary to Government or the Principal for the time being the Medical College for the due maintenance of discipline at the said Medical College.

(2) I further agree with the said Chief Secretary to Government, his successors and assigns to make good when called upon to do so to the Government of Kerala any damage to furniture, apparatus or other things which may be caused by any carelessness, negligence or wantonness on my part.

(3) I further agree that in case it is found that I had secured admission by adopting or resorting to fraudulent means, my admission will be cancelled and my name will be removed from the rolls.

(4) In witness whereof I have hereunto set my hands on this the........ ....1984 at...............................

Signature of Student.

Signed by the above named ....
in the presence of..

(Occupation and address)

(To be signed by parent or guardian with name and date)

23. The Commissioner for Entrance Examinations will publish the provisional select and waiting list of candidates eligible for admission on the basis of the results of the Entrance Examination.

24. The Director of Medical Education will allot the candidates provisionally recommended by the Commissioner for Entrance Examinations to the different Medical Colleges in the State. Individual Memos will be sent to the candidates.

The prospectus is subject to further modification/addition as may be considered necessary by the Government and will be issued as executive orders/notifications.

DR. C. V. KORAH,
Director of Medical Education.

Directorate of Medical
Education, Trivandrum.

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TRIVANDRUM, 1984.

Government of Kerala
1984

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KERALA GAZETTE
EXTRAORDINARY
PUBLISHED BY AUTHORITY

Vol. XXIX] Trivandrum, Tuesday, 15th May 1984 / 25th Vaisakha 1906 [No. 398

PROSPECTUS

For Admission to the Degree of Bachelor of Dental Surgery (B.D.S.) 1984-85 in the State Dental Colleges

(Prospectus issued for the earlier years are not valid)

No. 4029/B1/84/DME. *4th May* 1984.

1. *Eligibility for Admission*

(a) Candidates who have passed the Pre-degree Examination of Universities in Kerala with Physics, Chemistry and Biology as optional subjects or an examination recognised by the Universities in Kerala as equivalent thereto with eligibility for admission to professional courses if they have secured an aggregate of 50% marks or above in the optional subjects of the Pre-degree or equivalent examination thereto with eligibility for admission to professional courses. Relaxation of 10% marks will be allowed to candidates belonging to Scheduled Castes/Scheduled Tribes and 5% marks to candidates belonging to Socially and Educationally Backward Communities.

OR

Candidates who have passed B.Sc. Degree (three year course) examination of the Universities in Kerala or any other University recognised by the Universities in Kerala as equivalent thereto with Physics/Chemistry/Zoology/Botany/Biochemistry as main and any one or two of the above subjects as

subsidiaries provided they have secured 50% or more marks for the main and subsidiaries taken together, subject to the relaxation in the manner provided in clause 1 (a) for Scheduled Castes/Scheduled Tribes and Socially and Educationally Backward Classes and on condition that they have passed the prescribed Pre-degree Examination of the Universities in Kerala with Physics, Chemistry and Biology or an examination approved by those Universities as equivalent thereto with eligibility for admission to B. D. S. Course.

(b) Only Indian Citizens of Kerala origin are eligible for admission to the B. D. S. Course except in the case of seats reserved for the nominees of Government of India. The candidates in order to prove that they are Indian Citizens of Kerala origin have to produce certificate from the Village Officer/Tahsildar to show that he/she or his/her parents (father/mother) has been a resident of the Travancore-Cochin/Malabar area now situated in the Kerala State or has owned or possessed landed property or house in the Travancore-Cochin/Malabar area now situated in the Kerala State or a certificate regarding the region of education from the Head of Educational Institutions where the candidates underwent the courses. These certificates will not be insisted in the case of applicants who are children of Central Government employees not belonging to State but who are serving in the State at the time of submission of application and also in the case of children of employees of UNICEF and other agencies of the United Nations and the children of persons who are domiciled in the State but who are permanently employed in Registered Joint Stock Companies Private and Public and Public Sector undertakings in the State at the time of admission to the respective courses.

Note:—Children of Keralites working in Indian Embassies abroad need furnish only a certificate to the effect that their parents belong to Kerala State.

2. *Age*

Applicants should have completed the age of 17 years on the 31st December of the year of admission to the course. No relaxation of the minimum age limit shall be made on any account.

3. *Duration*

The curriculam of studies for B. D. S. Course extends over a period of four years. At the end of each year of the course there shall be an University Examination.

4. *Fees*

The fees payable for each academic year is as shown below:—

1.	Tuition fee for I.B.D.S.		Rs. 396	payable at the time of admission.
2.	Do.	II B.D.S.	Rs. 396	payable on the 1st working day of each year.
3.	Do.	III B.D.S.	Rs. 396	do.
4.	Do.	Final B.D.S.	Rs. 396	do.

5.	Fee for an additional course	Rs. 45 for each subjects
6.	Annual Registration Fee	Rs. 10
7.	Special Fee	Rs. 60.25 per annum
8.	Van fare	Rs. 75 per annum
9.	Caution Deposit in the case of 1st year students (refundable)	Rs. 100 (for recovery of breakages or loss to Laboratory equipments, tools etc.

Note:—A fine of Re. 1 will be levied from the students for every week's default in payment of tuition and miscellaneous fees. The candidate will lose his/her attendance if he/she does not pay the fee within 15 days from the due date.

5. *Total Number of Seats*

The number of seats for B.D.S. Course for 1984-85 is 70. (Distribution of seats to the two Dental Colleges is as indicated below):

(i)	Dental College, Trivandrum	40
(ii)	Dental College, Calicut	30

6. *Reservation of Seats*

(a) Two seats will be reserved for Government of India nominees. Nomination to these seats will be made by the Government of India subject to eligibility conditions of clause 1.

(b) One seat will be reserved for Orthopaedically and other handicapped candidates, who are suitable to undergo Dental Education and possess eligibility as per clause 1. The selection will be made on the basis of the percentage of disability assessed by the clinical experts associated with a committee constituted and approved by the selection committee at the time of interview and not on the basis of the marks obtained by the candidates in the University Examinations or equivalent examinations or on the basis of the ranking at the entrance test. The selection will be made by a Committee consisting of the Secretary to Government, Health (Chairman), Director of Medical Education (Convener), Director and Professor of Physical Medicine and Rehabilitation, Medical College, Trivandrum, Director and Professor of Orthopaedics, Medical College, Trivandrum (Members). The last two members are clinical experts. Applicants to this category must superscribe on their applications as follows:—
"Application for seats reserved for Orthopaedically and other handicapped candidates".

(c) One seat will be reserved for outstanding Sportsmen who are otherwise qualified as per clause (1). The selection will be made by a committee constituted by Government in this behalf on the basis of proficiency in sports as per the norms prescribed by Government from time to time and not on the basis of marks obtained by the candidates in the entrance examination.

Applicants to this category must superscribe on their applications as follows:— "Application for seats reserved for outstanding Sportsmen". Documentary evidence in support of the claim against the reserved seats should be attached with the application.

(d) One seat will be reserved for candidates belonging to Anglo Indian Community and who possess the eligibility for admission as per clause (1). The selection will be on the basis of marks obtained at the entrance examination as prescribed in clause 8.

Applicants under this category should produce a certificate from the Village Officer concerned to the effect that the applicant belongs to Anglo Indian Community.

(e) One seat will be reserved for the children/widows of defence personnel killed in action or missing in action/disabled in action who are otherwise eligible for admission as per clause (1). This benefit will be available only to one person in respect of each defence personnel killed in action or missing in action/disabled in action. They should invariably produce a certificate obtained not earlier than 6 months from Military authorities/Zilla Sainik Board to the effect that he/she is the son/daughter/widow of the defence personnel killed in action or missing in action or disabled in action. If in any year, no suitable candidates coming under the category of children of defence personnel killed/missing in action/disabled in action are available for the concession as per the existing orders/rules the seat reserved for them will be given to the dependents (children and widow only) of defence personnel died in harness if they are otherwise eligible as per clause 1 and still, if there is no applicant in this group the seat will be allotted to Ex-servicemen/children of ex-servicemen if they are otherwise qualified. The application and cover should contain the superscription "Application for seats reserved for the children of defence personnel killed in action/missing in action/disabled in action". Documentary evidence in support of the claim against these reserved seats should be attached with the application. The selection will be on the basis of marks obtained at the entrance examination prescribed in clause 8.

7. *Allocation of Seats*

Sixty-four seats available after deducting 6 seats for mandatory reservation as provided in clause 6 will be distributed between the two Dental Colleges. The selection will be made on the basis of the merit in the entrance examination. The above seats will be filled up on the basis of following allocation.

(a) 50% of the seats will be filled up purely on merit on a State-wide basis.

(b) 15% of the seats will be allocated between the Malabar area and T. C. areas now situated in Kerala in the ratio 5:8. The eligibility to apply for admission to the regional quota will be on the basis of the certificate of residence, ownership or possession of landed property or house or certificate of region of education as specified in the application form.

(c) The remaining 35% of the seat will be reserved for the Socially and Educationally Backward Classes [G. O.)P)208/66/Edn. dated 2-5-1966] and S.C./S.T. as given below:

1.	State Merit	32
2.	T.C. Merit	6
3.	Malabar Merit	4
4.	Ezhava	6
5.	Muslim	5
6.	O.B.H.	3
7.	LCOAI	1
8.	OBX (a) S.I.U.C. (b) Converted from Scheduled Castes to Christianity	1
9.	S.C.	5
10.	S.T.	1
	Total	64

8. Admission to B.D.S. Course, except to the seats under the reservation quota specified in Rule 6(a), (b) & (c) shall be made on the basis of a common entrance examination conducted by the Commissioner for Entrance Examination. The examination will be of objective type in the Pre-degree standard of Universities in Kerala and will consist of papers in Chemistry, Physics and Biology. The details of examination will be notified by the Commissioner. Admission will be based on merit as shown in the result of the entrance examination and subject to the reservation as per clause 7 unless otherwise stated.

Note:—Admission to Entrance Examination or the rank obtained in the entrance examination would not automatically entitle the applicants to admission to the course unless the applicant satisfies all the rules regarding eligibility for admission.

9. In case there is a tie, in the total aggregate of marks obtained at the entrance examination, it will be resolved as follows:—

(a) Marks for Physics at the entrance examination will be excluded and the candidates with higher aggregate in Biology and Chemistry at the entrance examination will be ranked higher.

(b) If the tie persists, the candidates with the higher mark in Biology at the entrance examination will be ranked higher.

(c) If the tie still remains, those who have higher total aggregate marks in the subjects of Physics, Chemistry and Biology taken together at the Pre-degree examination will be ranked higher.

10. If any seats reserved under clause 6 remains unfilled, all such vacancies shall be taken together and distributed according to merit, such seats being added on to General Merit.

11. Reservation to the Scheduled Castes/Scheduled Tribes candidates, Socially and Educationally Backward Classes etc., will be in accordance with provisions contained in: (1) G. O. (P) 208/66/Edn. dated 2-5-1966; and (2) G. O. MS. 131/71/Edn. dated 6-8-1971 as modified from time to time. Candidates belonging to S. C./S.T. will produce a certificate from Village Officer/Tahsildar concerned in the application form. Candidates belonging to Socially and Educationally Backward Classes will produce a certificate from the Village Officer concerned with regard to their caste/community and family income in the application form.

12. The Principals of the Medical College, Trivandrum/Calicut are entitled to refuse admission to those candidates recommended by Commissioner for Entrance Examinations on the basis of the results of the common entrance examination, if they are not satisfied with the correctness or genuineness of any certificates filed by the candidate along with the applications. The decision of the Director of Medical Education in this behalf will be final.

13. Admission even if it is granted will be cancelled if it is found that false certificates had been produced or that admission had been secured by fraudulent means.

14. There will no interview for selection of candidates except in the case of admission to the seat reserved for orthopaedically and other handicapped candidates. Selection will be purely on the basis of merit assessed on the marks obtained in the common entrance examination except in the case of orthopaedically handicapped quota, Sports quota and nominations made by the Government of India.

15. Application forms can be had from the Offices of the Principals of the Medical Colleges, on payment of Rs. 75 towards the cost of the form and registration fee for entrance examination. Applicants desiring to have the forms sent to them by post should remit Rs. 80 for each application form. S.C./S.T. candidates need remit Rs. 25 to obtain the application from the Office of the Principals and Rs. 30 to obtain the application by post. Applicants sending the amount by money order will note that money orders which do not indicate in the money order coupon the full address of the candidates and the name of the course for which the application form is required will not be accepted. This information should be written legibly. Postal orders, cheques or drafts will not be accepted towards the cost of application form. The cost of the form shall not be refunded under any circumstances.

Note:—There is a common application form for all courses together, one candidate need obtain only one form. Applicants other than S.C./S.T. candidates who are desirous to apply for more than one course can do so provided an extra fee of Rs. 25 for each course is paid for which a receipt issued by the office concerned. But S.C./S.T. candidates who are desirous to apply for more than one course have to pay an additional fee of Rs. 10 for every course. Separate applications will be used for S.C./S.T. candidates. The receipt has to be attached to the application form and the details of receipt number and date entered in the appropriate column in the form.

16. *How and when to apply*

Application forms correctly filled up together with the following documents should be sent to the Commissioner for Entrance Examinations, Trivandrum-695 041, before the time and date notified by the Commissioner. Late and defective applications will not be considered under any circumstances. Documents or details furnished after the last date fixed for receipt of the applications in the College will not be considered.

(a) Original receipt for the payment of the prescribed fee for the application.

(b) True copies of course certificates and the statement of marks obtained in respect of all the parts in the qualifying examination.

(c) True copy of relevant page of S.S.L.C. to prove the date of birth and community for corroborative verification of community.

(d) The certificate of residence or ownership or possession of landed property or house from the Village Officer or the certificate of Region of Education from the Head of the educational institution concerned.

(e) Certificate of community and income from all sources in the prescribed form obtained from the Village Officer concerned in the case of candidates belonging to communities recognised by Government as Socially and Educationally Backward Classes. In the case of Latin Catholics it should be specified in the community certificate that they belong to the group "Latin Catholic other than Anglo Indian" in which case only they are eligible for consideration as S.E.B.C.

(f) Children of Non-Keralite Central Government Employees and persons employed in registered joint stock companies (private and public) and other Government recognised institutions in Kerala at the time of application, shall attach a certificate in original from the Head of Office of their parent specifying the place and District in Kerala where their parents are employed.

(g) True copies of two recent (not prior to six months) conduct and character certificates, one from the Principal of the College in which the candidates studied last and another from a respectable person who knows the candidate.

(h) Certificate of community in the form prescribed in G.O. (MS) No. 18/83/HWD dated 19-7-1983 obtained from the Village Officer concerned in the case of candidates belonging to Scheduled Caste/Scheduled Tribe.

(i) Converted Christians are requested to produce community certificate as directed in the G. O. (MS) 87/79/DD dated 18-6-1979, vide clause IV (ii) for consideration as S.C. No other form of evidence will be entertained.

Note:—1. True copies of the certificates referred to above should be attested by a Gazetted Officer or by the Head of the Institution in which the candidate studied last(clearly mentioning the date of attestation. This will be applicable for xerox copies also). The originals need be produced only when called for.

2. The cadidate will have to produce on demand any other certificate/record that may be prescribed by Government or for that matter the Director of Medical Education, the Principal, Medical College, Trivandrum or Calicut/Commissioner for Entrance Examination in addition to those already specified.

3. Applications with the prescribed documents carefully fastened should be sent by registered post or delivered in person at the office of the Commissioner for Entrance Examinations, Trivandrum 695 041. Application with defective or incomplete certificates will be rejected.

4. Documents or details furnished after submission of the applications will not be considered on any account.

17. *Date of joining*

Selected candidates who pay the required fees in time on getting instructions from the Principal should join the college on the date to be notified in this behalf.

18. *Penalty for default*

In the office receipt or Treasury chalan for the remittance of tuition fee is not received in the College Office on or before the date notified in this behalf the selection of candidate concerned is liable for cancellation.

19. Students of Scheduled Caste/Scheduled Tribe and Backward Classes eligible for educational concessions are exempted from the payment of fees as per orders of the Government issued in this regard from time to time.

20. *College Union and Athletics*

All students should become members of the College Union and are expected to take part in games and athletics.

21. *College Calendar*

Copies of the College Calendar will be supplied from the College Office when they are ready.

22. *Discipline*

Before admission to the College concerned the selected candidates should submit the declaration given below duly signed by him/her and attested by his/her parent or guardian as the case may be. Admission will be refused if this declaration is not produced.

23. The Commissioner for Entrance Examinations will publish the provisional select list and waiting list of candidates eligible for admission on the basis of the results of the Entrance Examinations.

24. The Director of Medical Education will allot the candidate provisionally recommended by the Commissioner for Entrance Examinations to the different Dental Colleges in the State and the individual memos will be sent to the candidate.

DECLARATION

1. I,..the undersigned, a student of the Dental Wing of the Medical College, Trivandrum/Calicut hereby agree with the Chief Secretary to the Government of Kerala, his successors and assign to conform from this date to the rules and regulations including those relating to the hostel, if I am admitted thereto, laid down or to be laid down or hereinafter by the Chief Secretary to Government or the Principal for the time being of the Medical College for the due maintenance of discipline at the said Medical College.

2. I further agree with the said Chief Secretary to Government, his successors and assigns to make good when called upon to do so to the Government of Kerala, any damage to furniture, apparatus or other things which may be caused by any carelessness, negligence or wantonness on my part.

3. I further agree that in case it is found that I had secured admission by adopting or resorting to fraudulent means, my admission will be cancelled and my name will be removed from the rolls.

4. In witness whereof I have hereunto set my hands on this the..............day of....................1984 at Trivandrum/Calicut.

Signature of student

Signed by the above named

In the presence of

....

....

(Occupation and Address)

(To be signed by parent or guardian with name and date)

25. The prospectus is subject to further modification/addition as may be considered necessary by the Government and will be issued as Executive Orders/Notifications.

(Sd)

Directorate of Medical Education, Trivandrum.

Dr. C. V. Korah,
Director.

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Government of Kerala
1984

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KERALA GAZETTE

EXTRAORDINARY

PUBLISHED BY AUTHORITY

Vol. XXIX] Trivandrum, Tuesday, 15th May 1984 / 25th Vaisakha 1906 [No. 399

PROSPECTUS

For admission to the Degree of Bachelor of Pharmacy (B. Pharm) 1984-85 in the Medical College, Trivandrum

(Prospectus issued for earlier years are not valid)

No. 4029/B1/84/DME. *4th May*, 1984.

1. *Eligibility for admission*

(a) Candidates who have passed the Pre-degree examination of the Universities in Kerala with Physics, Chemistry and Biology as optional subjects or an examination recognised by the Universities in Kerala as equivalent thereto with eligibility for admission to professional courses if they have secured an aggregate of 50% marks or above in the optional subjects. Relaxation of 10% marks will be allowed to candidates belonging to SC/ST and 5% marks to candidates belonging to Socially and Educationally backward communities

OR

Candidates who have passed B.Sc. Examination of the Universities in Kerala or any other University recognised by the Universities in Kerala as equivalent thereto with Physics/Chemistry/Zoology/Botany/Biochemistry as main and any one or two of the above subjects as subsidiaries provided they have secured 50% or more marks for the main and subsidiary subjects taken together subject to the relaxation in the manner provided in clause 1 (a) for SC/STs

and socially and educationally backward communities and on condition that they have passed the Pre-degree examination of Universities in Kerala with Physics, Chemistry and Biology or any examination approved by those Universities as equivalent thereto with eligibility for admission to B. Pharm Course.

(b) *Nativity*.—Only Indian Citizens of Kerala Origin are eligible for admission to the B. Pharm Course except in the case of seats reserved for the nominees of Government of India, Government of Pondicherry. The candidates in order to prove that they are Indian citizens of Kerala Origin have to produce certificate from the Village Officer/Tahsildar to show that he/she or his/her parents (father/mother) has been a resident of the Travancore-Cochin/Malabar area now situated in the Kerala State or has owned or possessed landed property or house in the Travancore-Cochin-Malabar area now situated in the Kerala State or a Certificate regarding the region of education from the Head of educational institutions where the candidates underwent the course. These certificates will not be insisted on in the case of applicants who are children of Central Government employees not belonging to State but who are serving in the State at the time of submission of application and also in the case of children of employees of UNICEF. and other agencies of the United Nations and the children of persons who are domiciled in the State but who are permanently employed in Registered Joint Stock Companies—private and public and public sector undertaking in the State at the time of admission to the respective courses.

2. *Age*

Applicants should have completed the age of 17 years on the 31st December of the year of admission to the course. No relaxation of the minimum age limit will be made on any account.

3. *Duration*

The curriculum of studies for B. Pharm course extends over a period of four years. At the end of each year of the course, there shall be an University Examination.

4. *Fees*

The fee payable for each academic year is as shown below:

(1)	Tuition fee for	I B. Pharm	Rs. 396 payable at the time of admission.
(2)	Do.	II B. Pharm	Rs. 396 payable on the 1st working day of each year.
(3)	Do.	III B. Pharm	Rs. 396 do.
(4)	Do.	Final B. Pharm	Rs. 396 do.
(5)	Annual registration fee		Rs. 10 (The fee of Rs. 10 paid along with the application for admission will be treated as Registration fee in the case of I year students).

(6) Special fee	Rs. 85.25 per annum.
(7) Van Fare	Rs. 75.00 do.
(8) Caution deposit in the case of I year students (refundable)	Rs. 100 (for recovery of breakage or loss to laboratory equipments, tools etc).

Note:—A fine of Re. 1 will be levied from the students for every week's default in payment of tuition and miscellaneous fees. The candidates will loose his/her attendance if he/she does not pay the fee within 15 days from the due date.

5. *Total No. of seats*

The total No. of seats for B. Pharm Gourse, 1984-85 is 28.

6. *Reservation of seats*

Out of the 28 seats—

(a) One seat is reserved for the nominee of the Drugs Control Department.

(b) One for nominee of the Government of Pondicherry.

(c) One, for outstanding Sportsmen who are otherwise eligible for admission as per elause I. The selection will be made by a committee constituted by Government in this behalf on the basis of proficiency in sports as per the norms prescribed by Government from time to time and not on the basis of the marks obtained by the candidates in the entrance examination.

Applications as follows:

"Application for admission to B. Pharm Course 1984-85 for seats reserved for outstanding sportsmen". Documentary evidence in support of the claim against these reserved seats should be attached with the application.

(d) Five seats for Diploma holders in Pharmacy.

(e) Two seats for Diploma holders in Government service to be nominated by Government. The Diploma holders to be selected against reservation quota should also possess the minimum educational requirements.

(f) Three seats for the Government of India nominees.

7. *Allocation of seats*

15 seats available after deducting 13 seats reserved for as per clause (6) above will be allocated as follows:

(a) 50% of the seats will be filled up purely on merit on a State-wide basis.

(b) 15% of the seats will be allocated between the Malabar area and the Travancore-Cochin area now situated in Kerala in the ratio 5:8. The eligibility to apply for admission to the regional quota will be on the basis of the certificate of residence, ownership or possession of landed property or house/ certificate of region of education as specified in the application.

(c) The remaining 35% of the seats will be reserved for the Socially and Educationally Backward classes [vide G.O. (P) 208/68/Edn. dated 2-5-1966] and SC/ST as given below:

The following will be the break up of seats:

Ezhava/Thiyya	1
Muslim	1
O.B.H.	1
L.C. O.A.I/O.B.X	1
S.C/ S.T. (S.I.U.C. convert from SC to X'anity)	1
T.C. Merit	1
Malabar Merit	1
State Merit	8
Total	15

8. Admission to B. Pharm course except the 8 seats under the reservation quota specified in clause 6 (a), (b), (c), (e) and (f) shall be made on the basis of a common Entrance Examination conducted by the Commissioner for Entrance Examination. The Entrance Examination will be of objective type at the Pre-degree standard of Universities in Kerala and will consist of papers in Chemistry, Physics and Biology. The details of the examination will be notified by the Commissioner for Entrance Examination. Admission will be based on merit as shown in the results of Entrance Examination and subject to the reservation in clauses 6 & 7 unless otherwise stated.

9. In case there is a tie in the total aggregate marks obtained at the Entrance Examination it will be resolved as follows:

(a) Marks for Physics at the Entrance Examination will be excluded and the candidate with higher aggregate in Biology and Chemistry at the Entrance Examination will be ranked higher.

(b) If the tie still remains, the candidate with the higher mark in Biology at the Entrance Examination will be ranked higher.

(c) If the tie still remains those who have the total aggregate marks in the subjects of Physics, Chemistry and Biology taken together at the Pre-degree examination will be ranked higher.

10. If any of the seats reserved under clause 6 remain unfilled, such vacancies shall be taken together and distributed according to merit, such seats being added on to general merit.

11. Reservation to the SC/ST candidates and Socially & Educationally Backward Class etc., will be in accordance with the provisions contained in: (1) G.O. (P) 208/66/Edn. dated 2-5-1966; and (2) G.O.MS 131/71/Edn. dated 6-8-1971 as modified from time to time. Candidates belonging to SC/ST & S.E.B.C. will produce a certificate from the Village Officer concerned in the application form. Candidates belonging to SEBCs will produce a certificate from the Village Officer concerned with regard to their Caste/Community and family income in the application form.

12. The Principal, Medical College, Trivandrum is entitled to refuse admission to those candidates recommended by the Commissioner for Entrance Examination, if he is not satisfied with the correctness or genuineness of any certificates filed by the candidates along with the applications. The decision of the Director of Medical Education in this behalf will be final.

13. Admission even if it is granted will be cancelled if it is found that false certificates have been produced or that admission had been secured by fraudulent means.

14. There will be no interview for selection of candidates, selection will be purely on the basis of merit assessed on the marks obtained in the common entrance examination except in the case of sports quota, nominations from the Drugs Control Department, Government of Pondicherry, Government of India and Diploma holders by Government.

15. Application forms for admission to B. Pharm Course can be obtained from the office of the Principal of Medical Colleges on payment of Rs. 75 towards the registration fee for Entrance Examination and cost of application form. Applicants desiring to have the forms sent to them by post should remit Rs. 80 for each application form. SC/ST candidates need remit Rs. 25 to obtain the application from the office of the Principal and Rs. 30 to obtain the application by post. Applicants sending the amount by M.O. will note that M.Os. which do not indicate in the M.O. coupon the full address of the candidates and the ame of the course for which the application form is required will not be accepted. This information should be written legibily. Postal Orders, Cheques or Drafts will not be accepted towards the cost of application form. The cost of the form will not be refunded under any circumstances.

Note:—There is a common application form for all courses together. One candidate need obtain only one form. Applicants other than SC/ST candidates who are desirous for applying for more than one course can do so provided an extra fee of Rs. 25 for each course is paid for which a receipt will be issued by the Office concerned. But SC/ST candidates who are desirous to apply for more than one course have to pay an additional fee @ Rs. 10 for every course Separate applications will be used for SC/ST candidates. This receipt has to be attached to the application form and the details of receipt, number and date entered in the appropriate column in the application.

16. *How and when to apply*

Application forms correctly filled up together with the following documents should be sent to the Commissioner for Entrance Examination, Trivandrum 695041 before the time and date notified by the Commissioner. Late and defective applications will not be considered under any circumstances.

List of documents

(a) Original receipt for the payment of the prescribed fee for the application.

(b) True copy of the relevant page of the S.S.L.C. to prove the date of birth and community for corroborative verification of community.

(c) True copies of course/pass certificate and the statement of marks obtained in respect of all pass in the qualifying examination.

(d) True copies of two recent Conduct and Character certificates (not prior to six months), one from the head of the institution in which the candidates studied last and another from a Gazetted Officer.

(e) The certificate of residence or ownership or possession of landed property or house from the Village Officer or the certificate of region of education from the head of educational institution concerned.

(f) Community certificate for SC/ST and S.E.B.Cs. [Caste and Communities as per G.O. (P) 208/66/Edn., dated 2-5-1966 and G. O. (P) 106/84/H. Edn. dated 19-5-1984 with an aggregate family income of less than Rs. 12,000] from a Village Officer (to be obtained in the application form itself). In the case of certificates obtained as "Latin Catholic Mukkuva or L.C. Nadar X'an etc., will be treated as only O.B.X. and hence due caution be taken for getting a certificate as "L.C.,O.A.I" for getting consideration in this group.

(g) Certificate of community in the form prescribed in G.O. MS. No. 18/83/HWD dated 19-7-83 obtained from the Village Officer concerned in the case of candidates belonging to S.C./S.Ts. where the community is not noted in the S.S.L.C.

(h) Converted X'ans are required to produce community certificates as directed in the G.O. (MS) 87/79/PD dated 18-6-1979—vide clause (iv) (ii) for consideration as S.C. No other form of evidence will be entertained.

(i) Children of non-Keralite Central Government employees and persons employed in Registered Joint Stock Companies (Private & Public) and other Government recognised institutions in Kerala at the time of application shall attach a certificate in original from the head of the institution specifying the place and district in Kerala where their parents are employed.

Note:—(1) True copies of the certificates referred to above should be attested by a Gazetted Officer or by the head of the institution where the candidate studied last clearly mentioning the date of attestation. This will be applicable for the xerox copies also. The originals need be produced only when called for.

(2) The candidate will have to produce on demand any other certificates/records that may be prescribed by Government or for this matter by the Commissioner for Entrance Examination, Director of Medical Education, Principal, Medical College, Trivandrum in addition to those already specified.

(3) Applications with the prescribed documents carefully fastened should be sent by registered post or delivered in person at the office of the Commissioner for Entrance Examination, Trivandrum 695041.

(4) Documents or details furnished after the submission of the applications will not be considered on any account.

17. *Date of joining*

Selected candidates who pay the required fees in time on getting instructions from the Principal should join the college on the date to be notified in this behalf.

18. *Penalty of default*

If the office receipt for the remittance of tuition fee is not received in the college office on or before the date notified in this behalf the selection of the candidate concerned is liable for cancellation.

19. *College Union and Athletics*

All students should become members of the College Union and are expected to take part in games and athletics.

20. *SC/ST/S.E.B.C. Students*

Students of SC/ST and S.E.B.C eligible for educational concessions are exempted from the payment of fees as per orders of the Government issued in this regard from time to time.

21. *College Calendar*

Copies of the College Calendar will be supplied from the College office when they are ready.

22. *Discipline*

Before admission to the college concerned the selected candidates should submit the declaration given below duly signed by him/her and attested by his/her parent or guardian as the case may be. Admission will be refused if this declaration is not produced.

DECLARATION

1. I,.. the undersigned, a student of the College of Pharmaceutical Sciences, Medical College, Trivandrum hereby agree with the Chief Secretary to Government of Kerala, his successors and assigns to conform from this date to the rules and regulations including those relating to the hostel, if I am admitted thereto, laid down or to be laid down or hereinafter by the Chief Secretary to Government or the Principal for the time being of the Medical College for the due maintenance of discipline at the said Medical College.

2. I further agree with the said Chief Secretary to Government, his successors and assign to make good when called upon to do so to Government of Kerala, any damage to furniture, apparatus or other things which may be caused by any carelessness, negligence or wantonness on my part.

3. I further agree that in case it is found that I had secured admission by adopting or resorting to from fraudulent means, my admission will be cancelled and my name will be removed from the rolls.

4. In witness whereof I, have hereunto set my hands on this the ....day of..1984 at Trivandrum.

Signature of Student

Signed by the above named..
In the presence of ....

(Occupation & address)

(To be signed by parent or guardian with name and date)

23. Commissioner for Entrance Examinations will publish the provisional select and waiting list of candidates eligible for admission on the basis of the results of the Entrance Examination.

24. The Director of Medical Education will allot the candidates provisionally selected by the Commissioner for Entrance Examinations to the concerned college and the individual memos will be sent to the candidates.

25. The prospectus is subject to further modification/addition as may be considered if necessary by the Government and will be issued as executive Order/Notification.

Directorate of Medical
Education, Trivandrum.

DR. C. V. KORAH,
Director.

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TRIVANDRUM, 1984.

Government of Kerala
1984

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KERALA GAZETTE

EXTRAORDINARY

PUBLISHED BY AUTHORITY

Vol. XXIX] Trivandrum, Tuesday, 15th May 1984 / 25th Vaisakha 1906 [No. 400

PROSPECTUS

For admission to the Degree of Bachelor of Nursing (B.Sc. Nursing) in the Nursing Colleges of the Kerala State 1984-85

(Prospectus issued for earlier years are not valid)

No. 4029/B1/84/DME. *4th May,* 1984.

1. *Eligibility for Admission*

(a) Candidates for admission to the course should have passed the Pre-Degree Examination of Universities in Kerala with Physics, Chemistry and Biology as optional subjects or an equivalent examination of any other University recognised by the Universities in Kerala and have secured an aggregate of 50% marks or above in the optional subjects. A relaxation of 10% marks will be allowed to candidates belonging to SC/STs and 5% marks to candidates belonging to Socially and Educationally Backward Communities.

(b) Only Indian citizens of Kerala origin are eligible for admission to the course. The candidates in order to prove that they are Indian citizens of Kerala origin have to produce certificate from the Village Officer/Tahsildar to show that he/she or his/her parents (father/mother) has been a resident of the Travancore-Cochin/Malabar area now situated in the Kerala State or has owned or possessed landed property or house in the Travancore-Cochin/Malabar area now situated in the Kerala State or a certificate regarding the

region of education from the Head of Educational Institutions where the candidates underwent the courses. These certificates will not be insisted on in the case of applicants who are children of Central Government Employees not belonging to State but who are serving in the State at the time of submission of application and also in the case of children of employees of UNICEF and other agencies of the United Nations and the children of persons who are domiciled in the State but who are permanently employed in Registered Joint Stock Companies, Private and Public and Public Sector Undertakings in the State at the time of admission to the respective course.

Note:—Children of Keralites working in Indian Embassies abroad need furnish only a Certificate to the effect that their parents belong to Kerala State.

(c) Only unmarried woman candidates are eligible for admission to the course except those mentioned in Clause 6.

2. *Age*

Applicants should have completed the age of 17 years on the 31st December of the year of admission to the course. No relaxation from the minimum age limit will be made on any account.

3. *Duration*

The curriculum of studies for B.Sc. Nursing course shall extend over a period of four academic years. At the end of each year of the course there shall be University Examination.

4. *Fees*

(1) Tuition fee for I B.Sc. Nursing: Rs. 396 payable at the time of admission.

(2) Tuition fee for II B.Sc. Nursing: Rs. 396 payable on first working day of each year.

(3) Tuition fee for III B.Sc. Nursing: Rs. 396 payable on first working day of each year.

(4) Tuition fee for IV B.Sc. Nursing: Rs. 396 payable on first working day of each year.

(5) Annual registration fee: Rs. 10 per annum.

(6) Special fee: Rs. 67.50 per annum.

(7) Caution deposit in the case of I year students (refundable at the end of the course after deducting the cost of breakage dues, if any) Rs. 100.

Note:—A fine of Re. 1 will be levied from the students for every weeks default in payment of tuition and miscellaneous fees. The candidates will lose his/her attendance if he/she does not pay the fee within 15 days from the due date.

5. *Number of Seats*

(i) The total number of seats to B.Sc. Nursing shall be 75 distributed among the 3 Nursing Colleges of the State as indicated below:—

(a)	College of Nursing,	Trivandrum	25
(b)	Do.	Calicut	25
(c)	Do.	Kottayam	25
		Total	75

6. *Reservation of Seats*

Three seats for the I B.Sc. Nursing Course in each of the 3 Nursing College will be set apart for men candidates.

7. *Allocation of Seats*

75 seats will be filled up on the basis of the following allocation:—

(a) 50% of the seats will be filled up purely on merit on a State-wide basis.

(b) 15% of the seats will be allocated between the Malabar area and the Travancore-Cochin area now situated in Kerala in the ratio 5:8. The eligibility to apply for admission to the regional quota will be on the basis of the certificate of residence, ownership or possession of landed property or house/or certificate of region of education as specified in the application form.

(c) The remaining 35% of the seats will be reserved for the Socially and Educationally Backward Classes—vide G.O. (P) No. 208/66/Edu. dated 2-5-1966 and SC/ST as given below:

The following will be the break up of seats—

		Female
(a)	State Merit	33
(b)	T.C. Merit	6
(c)	Malabar Merit	4
(d)	Ezhava	6
(e)	Muslim	5
(f)	O. B. H.	3
(g)	LCOAI	1
(h)	OBX (S.I.U.C. and converts from S.C.s to X'ianity)	1
(i)	Scheduled Caste }	
(j)	Scheduled Tribe }	7
	Total	66

Men Candidate

1.	State Merit	
2.	T.C. Merit	1
3.	Malabar Merit	1
4.	Ezhava	1
5.	Muslim	1
6.	O. B. H.	..
7.	LCOAI	..
8.	OBX	..
9.	SC	
10.	ST	1
	Total	9

8. Admission to B.Sc. Course in Nursing shall be made on the basis of a common entrance examination. The entrance examination will be of objective type at the Pre-degree standard of Universities in Kerala and will consist of papers in Chemistry, Physics and Biology. The details of the examination will be notified by the Commissioner for Entrance Examination. Admission will be based on merit as shown in the results of the entrance examination and subject to the communal reservation.

Note:—Admission to Entrance Examintaion or the rank obtained in the entrance examination would not automatically entitle the applicant to admission to the course unless the applicant satisfies the rules regarding eligibility for admission.

9. In case there is a tie in the total aggregate of marks obtained at the entrance examination it will be resolved as follows:—

(a) Marks for Physics at the entrance examination will be excluded and the candidate with the higher aggregate in Biology and Chemistry at the entrance examination will be ranked higher.

(b) If the tie still remains, the candidate with the higher mark in Biology at the entrance examination will be ranked higher.

(c) If the tie still remains those who have higher total aggregate marks in the subjects of Physics, Chemistry and Biology taken together at the Pre-degree examination will be ranked higher.

10. If any of the seats in clause 6 remain unfilled, they will be filled up by women candidates.

11. Reservation of S.C./S.T. candidate, Socially and Educationally Backward Classes etc., will be in accordance with the provisions contained in (1) G.O. (P) 208/66/Edn. dated 2-5-1966 and (2) G.O.MS. No. 131/71/Edn. dated 6-8-1981 as modified from time to time. Candidates belonging to SC/ST and Socially and Educationally Backward Classes will produce a certificate

from the Village Officer concerned in the form provided in the application with regard to their caste/community and family income in application itself.

12. The Director, College of Nursing, Trivandrum/Kottayam and Calicut is entitled to refuse admission to those candidates recommended by Commissioner for Entrance Examination, if they are not satisfied with the correctness or genuineness of any certificate filed by the candidate along with applications. The decision of the Director of Medical Education in this behalf will be final.

13. Admission even if given will be cancelled if it is found later that false certificates have been produced or that admissions have been secured by fraudulent means.

14. There will be no interview for selection of candidates. Selection will be purely on merit assessed on the basis of the marks obtained in the common entrance examination.

15. Application forms for admission to B.Sc. Nursing course can be obtained from the Office of the Principal of the Medical Colleges on payment of Rs. 75 towards registration fee for entrance examination and cost of application form. The applicants desiring to have the forms sent to them by post should remit Rs. 80 for each application form. SC/ST candidates need remit Rs. 25 to obtain the application direct and Rs. 30 to obtain the application by post. Applicants sending the amount by money order will note that money orders which do not indicate in the money order coupon the full address of the candidate and the name of the courses for which the application form is required will not be accepted. Postal order, cheque or draft will not be accepted towards cost of application form. The cost of the form will not be refunded under any circumstances.

Note:—There is a common application form for all courses together. One candidate need obtain only one form. Applicant other than SC/ST candidate who are desires to apply for more than one course can do so provided an extra fee of Rs. 25 for each course is paid for which a receipt will be issued by the office concerned. But SC/ST candidates who are desires to apply for more than one course have to pay an additional fee at the rate of Rs. 10 for every course. Separate applications will be used for SC/ST candidates. This receipt has to be attached to the application form and the details of the receipt, No. and date entered in the appropriate column in the application.

16. *How and when to apply*

Application forms correctly filled up together with the following documents should be sent to the Commissioner for Entrance Examinations, Trivandrum-695041, before the time and date notified by the Commissioner. Late and defective applications will not be considered under any circumstances.

(a) Original receipt for the payment of prescribed fee for the application.

(b) True copy of relevant page of S.S.L.C. to prove the date of birth and community for corraborative verification of community.

(c) True copies of course/pass certificate and statement of marks obtained in respect of all the parts in the qualifying examination.

(d) True copies of 2 recent (not prior to 6 months), conduct certificates one from the Head of the Institution in which the candidate studied last and another from a Gazetted Officer should be produced at the time of admission.

(e) The candidate of "residence or ownership or possession of landed property or house" from the Village Officer or the certificate of region of education from the Head of the educational institution concerned (to be obtained in the application form).

(f) Community certificate for SC/ST and S.E.B.C. [castes and communities as per G.O. (P) 208/66/Edn. dated 2-5-1966 and G. O. (P)106/84/H. Edn, dated 19-5-1984 with an aggregate family income of less than Rs. 12,000 from a Village Officer to be obtained in the application form itself]. In the case of certificates obtained "as L.C. Mukkuva or L.C. Nadar Xian etc., will be treated as only O.B. Xian and hence due caution be taken for getting a certificate as L.C.O.A.I. for getting consideration in this group.

(g) Certificate of community in the form prescribed in G.O.M.S. 18/83/HWD dated 19-7-1983 obtained from the Village Officer concerned in the case of candidates belonging to SC/ST.

(h) Converted Xians are required to produce community certificate as directed in the G.O. MS. 87/79/DD dated 18-6-1979 vide clause IV, (ii) for consideration as S.C. No other form of evidence will be entertained.

(i) Children of Non-Keralite Central Government Employees and persons employed in Registered Joint Stock Companies (Private and Public) and other Government recognised institutions in Kerala at the time of application are also eligible for admission.

Such applications shall attach a certificate in original from the Head of Office of their parents specifying the place and District in Kerala where their parents are employed.

Note:—(i) True copies of the certificate referred to above should be attested by a Gazetted Officer or by the Head of the Institution in which the candidate studied last clearly mentioning the date of attestation. This will be applicable for the Xerox copies also. The originals need be produced only when called for.

(ii) The candidate will have to produce on demand any other certificates/records that may be prescribed by Government or for this matter by the Director of Medical Education, Trivandrum/Commissioner for Entrance Examination in addition to those already specified.

(iii) Applications with prescribed documents carefully fastened should be sent by registered post or delivered in person at the Office of the Commissioner for Entrance Examination, Trivandrum-695041. Application with defective or incomplete certificates will be rejected.

(iv) Documents or details furnished after submission of the applications will not be considered on any account.

17. *Date of Joining*

Selected candidates who pay the required fees in time on getting instructions from the Director should join the College on the date notified in this behalf.

18. *Penalty of Default*

If the office receipt or treasury chalan for the remittance of tuition fee is not received in the College office on or before the date notified in this behalf the selection of the candidate concerned is liable for automatic cancellation.

19. Students of SC/ST and Backward Classes eligible for educational concession are exempted from the payment of fees as per orders of the Government issued in this regard from time to time.

20. *College Union and Athletics*

All students should become members of the College Union and are expected to take part in games and athletics.

21. *College Calendar*

Copies of the College Calendar will be supplied from the College Office when they are ready.

22. *Discipline*

Before admission to the college concerned the selected candidate should submit the declaration given below duly signed by him/her and attested by his or her parent or guardian as the case may be. Admission will be refused if this declaration is not produced.

DECLARATION

(1) I,....................................the undersigned a student of the College of Nursing.................................. hereby agree with the Chief Secretary to the Government of Kerala, his successors and assigns to conform from this date to the rules and regulations including those relating to the hostel, if I am admitted there to lay down or to be laid down or hereinafter by the Chief Secretary to Government or the Director, College of Nursing including those relate to the hostel if I am admitted thereto for the due maintenance of discipline at the said College of Nursing.

(2) I further agree with the said Chief Secretary to Government his successors and assigns to make good when called upon to do so to the Government of Kerala any damage to furniture, apparatus or other things which may be caused by any carelessness, negligence, or any wantonness on my part.

(3) I further agree that in case it is found that I had secured admission by adopting or resorting to any, fraudulent means, my admission will be cancelled and my name will be removed from the rolls.

(4) In witness whereof I have herein to set my hands on this the...... ....1984 at..........................

Signature of the Student.

Signed by the abovenamed ....
In the presence of...
(Occupation and Address)

(To be signed by parent or guardian with name and date).

23. The Commissioner for Entrance Examination will publish the provisional select list and waiting lists of candidates eligible for admission on the basis of the results of the entrance examination.

24. The Director of Medical Education, Trivandrum will allot the candidates provisionally recommended by the Commissioner for Entrance Examinations to the different Nursing Colleges in the State and individual memos will be sent to the candidates.

25. The Prospectus is subject to further modification/addition as may be considered if necessary by the Government and will be issued as executive orders/notifications.

Directorate of Medical Education,
Trivandrum.

DR. C. V. KORAH,
Director.

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1984



KERALA GAZETTE

EXTRAORDINARY

PUBLISHED BY AUTHORITY

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PROSPECTUS

For Admission to B.Sc. Degree Course in Medical Laboratory Technology in Medical College, Trivandrum 1984-85

1. *Eligibility for Admission:*

(a) Candidates who have passed the Pre-degree Examination of the Kerala/Calicut University with Physics, Chemistry, Biology as Optional Subjects or an equivalent examination of any other University recognised by the Kerala or Calicut University with 50% or more marks for the Science subjects taken together with usual relaxation of 10% marks to SC/ST & 5% marks to Socially & Educationally Backward Communities.

(b) Only Indian citizens of Kerala origin are eligible for admission to the course. The candidates in order to prove that they are Indian citizens of Kerala origin have to produce certificate from the Village Officer/Tahsildar to show that he/she or his/her parents (father/mother) has been a resident of the Travancore-Cochin/Malabar area now situated in the Kerala State or has owned or possessed landed property or house in the Travancore Cochin/Malabar area now situated in the Kerala State or a certificate regarding the region of education from the Head of Educational Institutions where the candidate underwent the course. These certificates will not be insisted in the case of applicants who are children of Central Government Employees not belonging to State but who are serving in the State at the time of submission

of application and also in the case of children of employees of UNICEF and other agencies of the United Nations and the children of persons who are domiciled in the State but who are permanently employed in Registered Joint Stock Companies, Private & Public and any other Government recognised Institutions in the State at the time of admission to respective course.

2. *Age:*

Applicant should have completed the age of 17 years on the 31st December of the year of admission to the course and should not be above 20 years. (The upper age limit is relaxed by 3 years in the case of students belonging to SCs/STs and 2 years in the case of candidates from other Backward Communities). The upper age limit of the departmental candidates should not exceed 35 years.

3. *Duration:*

The course of training shall extend over 3 (Three) years.

4. *Course of Training and Examinations.*

The course of training shall be given at the Medical College, Trivandrum. The course consists of training in laboratory methods, technique and management in the following subjects:

Biochemistry, Physiology and Histology, Genetics and Bio-statistics, Laboratory Management and General Methodology, Microbiology including Parasitology, Glass blowing techniques. Animal Management and Entomology, Clinical Microbiology, Clinical Biochemistry, Haematology including Blood Banking and Histopathology. There shall be University Examination at the end of each year.

1st Year.—Biochemistry, Physiology & Histology.

2nd Year.—Laboratory Management and General Methodology, Glass blowing techniques, Microbiology including Parasitology, Animal Management and Entomology.

3rd Year.—Clinical Microbiology, Clinical Biochemistry, Haematology including Blood Banking, Histopathology.

5. *Tuition Fee:*

The fee payable for each academic year is as shown below:—

1.	Tuition Fee for I B.Sc. in M.L.T. Course	Rs. 396 payable at the time of admission
2.	Do. II do.	Rs. 396 payable at the 1st working day of each year.
3.	Tuition Fee III B.Sc. in M.L.T.	Rs. 396 do.

4.	Annual Registration Fee	Rs. 10 per annum
5.	Special Fee	Rs. 85.25 do.
6.	Van Fare	Rs. 75 do.
7.	Caution Deposit in the case of 1st year students (refundable after completion of the course)	Rs. 100 (for recovery of breakages or loss to lab. equipments, tools etc.)

Note:—A fine of Re. 1 will be levied from the students for every weeks' default in payment of tuition and miscellaneous fees. The candidates will lose his/her attendance if he/she does not pay the fee within 15 days from the due date.

6. *Total No. of seats:*

The total No. of seats for B.Sc., in M.L.T. course for the year 1984-85 is (24).

7. *Allocation of Seats:*

(a) 2 seats will be reserved for departmental candidates who are otherwise qualified as per clause 1 with the qualification of M.L.T.

(b) 22 seats available after deducting 2 seats reserved for as per clause (a) above will be divided as follows:—

(c) 50% of the seats will be filled up purely on merit on a state-wise basis.

(d) 15% of the seats will be allocated between the Malabar area and Travancore-Cochin area now situated in Kerala in the ratio 5:8. The eligibility to apply for admission to the regional quota will be on the basis of the certificate of residence, ownership or possession of landed property or house/certificate of region of education as specified in the application.

(e) The remaining 35% of the seats will be reserved for socially and educationally backward classes [Vide G. O. (P) 208/68/Edn. dated 2-5-1966] and SC/ST as given below:—

The following will be the break up of seats:—

1.	State merit	11
2.	Travancore-Cochin merit	2
3.	Malabar merit	1
4.	Ezhava 9%	1
5.	Muslim 8%	2
6.	O.B.H. 5%	2
7.	L.C.O.A. 1.2% }	1
8.	O.B.X. 1% }	
9.	S.C./S.T. 10%	1
	Total	22

8. Admission to B.Sc., in M.L.T. Course for all categories under clause 7 (a), (b), (c), (d) and (e) shall be made on the basis of a Common Entrance Examination conducted by the Commissioner for Entrance Examinations. The Entrance Examination will be objective type at the Pre-Degree standard of Kerala/Calicut Universities (papers in Chemistry, Physics and Biology). The details of the examination will be notified by the Commissioner for Entrance Examinations. Admissions will be based on merit as shown in the results of the Entrance Examination.

9. In case there is a tie in the total aggregate of marks obtained at the Entrance Examination, it will be resolved as follows:—

(a) Marks for Physics obtained at the Entrance Examination will be excluded and the candidate with the higher aggregate in Biology and Chemistry at the Entrance Examination will be ranked higher.

(b) If the tie still remain, the candidate with the higher marks in Biology at the Entrance Examination will be ranked higher.

(c) If the tie still remains those who have higher total aggregate marks in the subjects of Physics, Chemistry and Biology taken together at the Pre-Degree Examination will be ranked higher.

10. Reservation to the SC/ST candidates and Socially and Educationally Backward Class etc., will be in accordance with the provisions contained in (1) G. O. (P) 208/66/Edn. dated 2-5-1966, G. O. (P) 106/84/H. Edn. dated 19-5-1984 and (2) G.O. (MS) 131/71/Edn. dated 6-8-1971 as modified from time to time. Candidates belonging to SC/ST and S.E.B.C. will produce a certificate from the Village Officer concerned in the application form. Candidates belonging to S.E.B.C. will produce a certificate from the Village Officer concerned with regard to their caste/community and family income in the application form.

11. The Principal, Medical College, Trivandrum is entitled to refuse admission to these candidates recommended by the Commissioner for Entrance Examination, if he is not satisfied with the correctness or genuineness of any certificates filed by the candidate along with the Applications. The decision of the Director of Medical Education in this behalf will be final.

12. Admission even if it is granted will be cancelled if it is found that false certificates have been produced or that admission had been secured by fraudulent means.

13. Application forms for admission to B.Sc. in M.L.T. course can be obtained from the Office of the Principal, Medical College on payment of Rs. 75 towards the registration fee for Entrance Examination and cost of application form. Applicants desiring to have the forms sent to them by post should remit Rs. 80 for each application form. Applicants sending the amount by M. O. will note that M.Os which do not indicate in the M.O. Coupon the full address of the candidates and the name of the course for which the

application form is required will not be accepted. This information should be written legibly. Postal Orders, Cheques or Drafts will not be accepted towards the cost of application form. The cost of the form will not be refunded under any circumstances.

Note:—There is a common application form for all courses together. One candidate need send only one form. Applicants who are desirous for applying for more than one course can do so provided an extra fee of Rs. 25 for each course is paid for which a receipt will be issued by the Office concerned. This receipt has to be attached to the application form and the details of receipts, number and date entered in the appropriate column in the application.

14. *How and when to Apply*

Application forms correctly filled up together with the following documents should be sent to the Commissioner for Entrance Examination, Trivandrum-695041 before the time and date notified by the Commissioner. Late and defective applications will not be considered under any circumstances.

List of documents

(a) Original receipt for the payment of the prescribed fee for the application.

(b) True copy of the relevant page of the S.S.L.C. to prove the date of birth and community for corroborative verification of community.

(c) The certificate of residence or ownership or possession of landed property or house from the Village Officer or the certificate of region of education from the head of educational Institution concerned.

(d) True copies of course/pass certificate and the statement of marks obtained in respect of all the parts in the qualifying examination.

(e) True copies of two recent conduct and character certificate (not prior to six months) one from the head of the Institution in which the candidates studied last and another from a Gazetted Officer.

(f) Community Certificate for SC/ST and S.E.B.Cs [Caste and Communities as per G. O. (P) 208/66/Edn. dated 2-5-1966 and G. O. (P) 106/84/H. Edn. dated 19-5-1984 with an aggregate family income of less than Rs. 12,000] from a Village Officer (to be obtained in the application form itself). In the case of certificates obtained as Latin Catholic Mukkuva or L.C. Nadar X'ian etc., will be treated as only O.B.X. and hence due caution be taken for getting a certificate as "L.C.O.A.I." for getting consideration in this group.

(g) Certificate of community in the form prescribed in the application obtained from the Village Officer concerned in the case of SC/STs.

(h) Converted X'ians are required to produc community certificates as directed in the G. O. (MS) 87/79/PD. dated 18-6-1979 vide clause iv (ii) for consideration as Scheduled Caste. No other form of evidence will be entertained.

(i) Children of non-Keralite Central Government employees and persons employed in Registered Joint Stock Companies (Private and Public) and other Government recognised institutions in Kerala at the time of application shall attach a certificate in original from the head of institution, specifying the place and District in Kerala where their parents are employed.

Notes:—(1) True copies of the certificates referred to above should be attested by a Gazetted Officer or by the head of the institution the candidate studied last clearly mentioning the date of attestation. This should be available for the xerox copies also. The originals need be produced only when called for.

(2) The candidates will have to produce on demand any other certificates/records that may be prescribed by Government or for this matter by the commissioner for Entrance Examination, Director of Medical Education, Principal; Medical College, Trivandrum in addition to those already specified.

(3) Applications with the prescribed documents carefully fastened should be sent by registered post or delivered in person at the Office of the COMMISSIONER FOR ENTRANCE EXAMINATION, TRIVANDRUM-695 041.

(4) Documents or details furnished after the last date fixed for the receipt of the applications will not be considered on any account.

15. *Date of joining*

Selected candidates who pay the required fees in time on getting instructions from the Principal, should join the College on the date to be notified in this behalf.

16. *Penalty of default*

If the office receipt for the remittance of tuition fee is not received in the College Office on or before the date notified in this behalf the selection of the candidate concerned is liable for cancellation.

17. *Discipline*

Before admission to the college concerned the selected candidates should submit the declaration given below duly signed by him/her and attested by his/her parent or guardian as the case may be. Admission will be refused if this declaration is not produced.

DECLARATION

(1) I,..the undersigned, a student of the Medical College, Trivandrum hereby agree with the Chief Secretary to Government of Kerala, his successors and assigns to conform from this date to the rules and regulations including those relating to the hostel, if I am admitted thereto, laid down or to be laid down or hereinafter by the Chief Secretary to Government or the Principal for the time being of the Medical College for the due maintenance of discipline at the said Medical College.

(2) I further agree with the said Chief Secretary to Government his successors and assign to make good when called upon to do so to Government of Kerala, any damage to furniture, apparatus or other things which may be caused by any carelessness, negligence or wantonness on my part.

(3) I further agree that in case it is found that I had secured admission by adopting or resorting to from fradulent means, my admission will be cancelled and my name will be removed from the rolls.

(4) In witness whereof I have hereunto set my hands this the...... ....day of..............1984 at Trivandrum.

Signature of applicant.

Signed by the above named..

In the presence of..

(Occupation and Address)

(To be signed by parent or guardian with name & date)

18. *College Union and Atheletic*

All students should become members of the College Union and are expected to take part in games and atheletic.

19. *SC/ST/SEBC Students*

Students of S.C./S.T. and S.E.B.G. eligible for educational concession are exempted from the payment of fees as per orders of the Government issued in this regard from time to time.

20. *College Calendar*

Copies of the College Calendar will be supplied from the College Office when they are ready.

21. Commissioner for Entrance Examinations will publish the provisional select and waiting list of candidates eligible for admission on the basis of the results of the Entrance Examination.

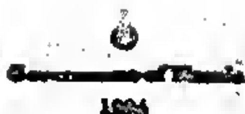
22(a) The Director of Medical Education will allot the candidates provisionally selected by the Commissioner for Entrance Examination to the concerned College and the individual memos will be sent to the candidates.

(b) The prospectus is subject to further modification/addition as may be considered if necessary by the Government and will be issued as executive order/notification.

Directorate of Medical Education,
Trivandrum.

Dr. C. V. KORAH,
Director.

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GOVERNMENT OF KERALA

Local Administration and Social Welfare (D) Department

NOTIFICATION

G. O. Ms. 127/84/LA & SWD. *Dated, Trivandrum, 14th May,* 1984.

S.R.O. No. 486/84.—In exercise of the powers conferred by section 344 read with section 222 of the Kerala Municipalities Act, 1960 (14 of 1961), and section 367 read with section 238 of the Kerala Municipal Corporations Act, 1961 (30 of 1961) and in supersession of the Kerala Municipal Building Rules, 1968 issued in Notification G.O. Ms.No. 110/68/DD dated the 24th February, 1968, and published as S. R. O. No. 83/68 in Part I of the Kerala Gazette No. 11 dated the 12th March,1968, the Government of Kerala hereby make the following rules, the same having been previously published as required by section 345 of the Kerala Municipalities Act, 1960 (14 of 1961) and section 368 of the Kerala Municipal Corporations Act, 1961 (30 of 1961), namely:—

KERALA BUILDING RULES, 1984

CHAPTER I

1. *Short title Extent and Commencement.*—(1) These rules may be called the Kerala Building Rules 1984.

(2) These rules shall apply in all Municipal Corporations and Municipalities in the State of Kerala.

(3) They shall come into force atonce.

2. *Definitions.*—In these rules unless the context otherwise requires.—

(1) "accessory building" means a building separated from the main building on a plot, and containing one or more accessory uses;

(2) "accessory use" means any use of the premises, subordinate to the principal use, and customarily incidental to the principal use;

(3) "advertising sign" means any sign either free, supported or attached to a building or other structure which advertises an individual, a firm, a society, or an establishment but does not include name signs of size 0.30 sq. m. or less;

(4) "alley" means a secondary public thoroughfare which affords a means of access to the abutting property;

(5) "alteration" means a structural change, such as an addition to the area or height, or the removal of part of a building, or any change to the structure, such as the construction of, cutting into, or removal of any wall, partition column, beam, joist, floor or other support, or a change to, or closing of any required means of ingress or egress, or a change to the fixtures or equipment;

(6) "apartment house" means a building arranged, intended or designed to accommodate two or more dwelling units together with accessory buildings. This word is synonymous with flat;

(7) "appendix" means the appendix to these rules;

(8) "authority" means the Commissioner of a municipality or a corporation as the case may be;

(9) "automatic sprinkler system" means an arrangement of piping and sprinklers designed to operate automatically by the heat of fire and to discharge water upon that fire and which may also simultaneously give automatic audible alarm;

(10) "balcony" means a horizontal projection, including a hand rail, or balustrade to serve as passage or sitting out place;

(11) "barsati" means a covered space open at least on one side, constructed on a terraced roof and used for shelter during rains;

(12) "basement" means the lower storey of a building below or partly below ground level. This word is synonymous with cellar;

(13) "bathroom" means a receptacle for bathing;

(14) "bazar" means a place or area reserved or licenced by the Authority for the erection of a group of shops and/or stalls;

(15) "building" means any structure for whatsoever purpose and of whatsoever materials constructed and every part thereof whether used for human habitation or not and includes foundation, plinth, walls, floors, roofs chimneys, plumbing and building services, fixed platforms, verandah, balcony, cornice or projection, part of a building or anything affixed thereto or any wall enclosing or intended to enclose any land or space and signs and outdoor display structures. Tents, pandals, shamianahs, and tarpaulin shelters shall not be considered as buildings;

(16) "building line" means a line which is beyond the street line and up to which the main wall of a building facing that street may lawfully extend and beyond which no portion of the building may extend except as prescribed in these rules;

(17) "carpet area" means usable floor area excluding staircase, lift well, escalators, ducts, toilets and A.C. Plant Room;

(18) "ceiling" means the internal roof lining of any room; in case there is no such lining the roof membrane shall constitute the ceiling;

(19) "chief town planner" means the Chief Town Planner to the Government of Kerala.

(20) "chimney" means an upright shaft containing and encasing one or more flues;

(21) "cladding" means those components of a building which are exposed to the outdoor and indoor environment and are intended to provide protection against wind, water, vapour and heat;

(22) "connected latrine" means latrine connected to the Municipal sewer system;

(23) "conversion" means the change of one occupancy group of premises to another occupancy group;

(24) "corridor" means an exit serving as a passageway communicating with separate rooms or different parts of building;

(25) "coverage or covered area" means ground area covered by the building at the ground level, but does not include the spaces covered by:

(a) garden, rockery, well and wellstructures, plant, nursery, waterpool, swimming pool (if uncovered), platform round a tree, tank, fountain, bench and the like;

(b) drainage culvert, conduit, catch-pit, gullypit, chamber, gutter and the like; and

(c) compound wall, gate, slide, swing uncovered staircase, areas covered by the sunshade and the like;

(26) "damp proof course" means a course consisting of some appropriate water proofing material provided to prevent penetration of dampness or moisture from any part of the structure to any other part at a height of not less than 15 cm. above the surface of the adjoining ground;

(27) "dead load" means the weight of all permanent stationary construction becoming a part of the structure;

(28) "depth of Plot" means the mean horizontal distance between the front and rear plot boundaries;

(29) "development of land" means any material change on the use of land intended for sale or construction of any structure, brought about by a process of combination of processes of a permanent nature; involving sub division/partition, layout of roads and foodpaths, provision of water supply sewerage, drainage, and electrification, landscaping, and land assignments for any locating parks, and any social and community services, in over or under the said land, in accordance with a layout/development plan; Legal partitioning of land shall not be considered as development of land;

(30) "development Plan" means a general planning scheme for the local area as a whole or any detailed planning scheme for any specified area;

(31) "drain" means a sewer, pipe, ditch, channel, and any other device for carrying off sewage, offensive matter, polluted water, sullage, waste water, rain water or sub-soil water and any ejectors, compressed air mains, sealed sewage mains and special machinery or apparatus for raising, collecting, expelling or removing sewage or offensive matter to the sewage outfall;

(32) "drainage" mean the removal of any liquid by a system constructed for the purpose;

(33) "dwelling" means a building or a portion thereof which is designed or used wholly or principally for residential purposes;

(34) "dwelling Unit" means a room or suits of rooms designed and intended for habitation by an individual or family in which facilities for cooking may or may not be provided;

(35) "exit" means a passage, channel or means of egress from any building, storey or floor to a street or other open space of safety;

(36) "external wall" means an outer wall of a vertical enclosure of any building not being a party wall eventhough adjoining a wall of another building; it also means a wall abutting on an interior open space of any building;

(37) "factory" means any premises including the precincts thereof:—

(a) wherein ten or more workers are working, or were working on any day of the preceding twelve months, and in any part of which a manufacturing process is being carried on with the aid of power, or is ordinarily so carried on; or

(b) wherein twenty or more workers are working, or were working on any day of the preceding twelve months, and in any part of which a manufacturing process is being carried on without the aid of power or is ordinarily so carried on, but does not include a mine subject to the operation of the Indian Mines Act 1952 (Central Act 35 of 1952) or a railway running shed.

(38) "family" means a group of individuals normally related in blood or connected by marriage living together as a single house-keeping unit and having common kitchen arrangements. Customary resident domestic servants shall be considered as adjunct to the term 'family";

(39) "fire resisting material" means any of the following materials and the like possessing certain degree of fire resistance and fulfils its function, for a certain time, of contributing to the fire safety of a building when subjected to prescribed conditions of heat and load or restraint:

(a) masonry constructed with good, hard, sound and wellburnt bricks fire bricks, stone or other hard and incombustible materials properly bonded and set in limesurkhi, or lime-sand or neat cement, or cements and mortar;

(b) reinforced cement, concrete, and other incombustible cement products;

(c) teak, and other hardwoods when used alone for beams and posts or in combination with iron, the timber and iron being protected by a plastering or coating with an incombustible and non-conducting external coating not less than 5 cm. thick in the case of timber and not less than 2.5 cm. thick in the case of iron;

(d) slates, tiles, bricks and terracotta when used for covering and corbelling;

(e) concrete, not less than ·10 cm. in thickness, composed of broken bricks, stone chippings or ballast and lime, cement or calcined gypsum when used for filling in between floor joists;

(f) any other material approved by the Authority;

(40) "fire tower" means an enclosed staircase which can only be approached from the various floors through landings or lobbies separated from both the floor areas and the staircase by fire resisting doors, and open to the outer air;

(41) "floor" means the lower surface in a storey on which one normally walks in a building. The general term, floor unless otherwise specifically mentioned shall not refer to a 'mezzanine floor';

Note:—The sequential number of floor shall be determined by its relation to the determining entrance level. For floors at or wholly above ground level, the lowest floor in the building with direct entrance from road/street shall be termed as groundfloor. The other floors above ground floor shall be called in sequence as first floor, second floor, third floor etc. with number increasing upwards;

(42) "floor area" means the built up area of a building at any floor level;

(43) "floor area ratio (F.A.R.)" means the quotient obtained by dividing the total floor area on all floors by the area of the plot.

$$\text{F.A.R.} = \frac{\text{Total floor area of all floors}}{\text{Plot area}}$$

(44) "flue" means a confined space provided for the conveyance to the outer air of any product of combustion resulting from the operation of any heat-producing appliance or equipment employing solid, liquid or gaseous fuel;

(45) "footing" means the off-set portions of a foundation to provide a greater bearing area;

(46) "foundation" means the part of a structure which is below the lower-most floor and which provides support for the superstructure and which transmits loads of the superstructure to the bearing materials;

(47) "frontage" means side or part of a side of a plot which abuts on a street;

(48) "front yard" means an open space extending laterally along the front side (main entrance side) of a building and forming part of the plot;

(49) "gallery" means an intermediate floor or platform projecting from a wall of an auditorium or a hall providing extra floor area, additional seating accommodation etc;

(50) "garage" means a building or portion thereof, used or intended to be used for the shelter, storage or repair of any mechanically propelled vehicle;

(51) "grade" means the officially established elevation of the centre line of the street upon which a plot fronts and if there is no officially established garde, the existing grade of the street at its mid-point.

(52) "ground floor" means that storey of a building to which there is an entrance from the outside of the adjacent ground or street;

(53) "habitable room" means a room occupied or designed for occupancy by one or more persons for study, prayer, living, sleeping, eating kitchen if it is used as dining room, but not including bathrooms, water-closet compartments, laundries, serving and storage pantries, corridors, cellars, attics and spaces that are not used frequently or during extended periods.

(54) "head room" means the clear vertical distance measured from the finished floor surface to the finished ceiling surface; where a finished ceiling is not provided, the underside of the joists or beams or tie beams shall determine the upper point of measurement.

(55) "height of building" means the vertical distance measured, in the case of flat roofs, from the average level of the ground contiguous to the building or the centre line of the adjoining street to the highest point of the building adjacent to the street wall, and in the case of pitched roofs, upto the point where the external surface of the outer wall intersects the finished surface of the sloping roof, and in the case of gables facing the road, the mid-point between the eaves level and the ridge. Architectural features serving no other function except that of decoration shall be excluded for the purpose of taking heights.

(56) "height of room" means the vertical distance between the floor and the lowest point on the ceiling;

(57) "house gully" means a passage or strip of land entirely open to the sky, constructed, set apart or utilised for the purpose of serving as a drain or of affording access, to a privy, urinal, cesspool or other receptacle for filthy or polluted matter, to persons employed in the cleansing thereof or in the removal of such matter therefrom;

(58) "hut" means any residential building which is constructed principally of mud, leaves, grass or thatch or such easily perishable material and of a temporary naturo;

(59) "latrine" means a place set apart for defecating or urinating or both and includes a closet of the dry or water carriage type and urinal;

(60) "ledge" means a shelf-like projection supported in any manner whatsoever, except by means of vertical supports, within a room itself but not having projection wider than 0. 75 m;

(61) "licensed Architect/Engineer/Town Planner/Group" means a qualified Architect/Engineer/Town Planner/Group who has been licensed by the Authoriy;

(62) "lift well" means the unobstructed space within an enclosure provided for the vertical movement of the lift car (s) and any counter-weight (s) including the lift pit and the space for top clearance;

(63) "live load" means all loads except dead loads that may be imposed on a structure;

Note:—wind and seismic loads shall be considered as imposed loads for the purpose of the definition.

(64) "loft" means a residual space in a pitched roof, or any similar residual space, above normal floor level without any direct staircase leading to it which may be constructed or adopted for storage purposes;

(65) "market" means any place set apart or ordinarily or periodically used for the assembling of persons for the sale or purchase of grain, fruit, vegetables, meat, fish or other perishable articles of food or for the sale or purchase of livestock or poultry, or of any agricultural or industrial produce or any raw or manufactured products or any other article or any raw commodity necessary for the convenience of life;

(66) "masonry" means an assemblage of masonry units properly bonded together with mortar;

(67) "masonry unit" means a unit for masonry whose net cross-sectional area in every plane parallel to the bearing surface is 75 per cent or more of its gross cross-sectional area measured in the same plane. It may be either clay brick, stone, concrete block or sand-lime brick;

(68) "mezzanine Floor" means an intermediate floor in any storey over-hanging and over looking a floor beneath;

(69) "occupancy group" means the principal occupancy for which a plot, a building or a part of a building is used or intended to be used; for the purposes of classification of a plot or building according to occupancy, an occupancy shall be deemed to include the subsidiary occupancies which are contingent upon it;

(70) "open space" means an area, forming an integral part of the plot, left open to the sky;

(71) "operational construction" means a construction whether temporary or permanent which is necessary for the operation, maintenance, development or execution of any of the services essential to the life of the community as declared by the Central or State Government from time to time;

(72) "owner" means the person who receives the rent for the use of the land or building or would be entitled to do so if they were let and includes:—

(a) an agent or trustee who receives such rent on behalf of the owner;

(b) a receiver, executor or administrator or a manager appointed by any court of competent jurisdiction to have the charge of, or to exercise the rights of the owner;

(c) an agent or trustee who receives the rent of, or is entrusted with or is concerned with any building devoted to religious or charitable purposes;

(d) a mortgagee in possession; and

(e) a lessee-in possession;

(73) "parapet" means a low wall not more than 1.2 m in height built along the edge of a roof or a floor;

(74) "parking space" means an area enclosed or unenclosed, sufficient in size to part vehicles, together with a driveway connecting the parking space with a street or alley and permitting ingress and egress of vehicles;

(75) "passageway" means a means of access;

(76) "pathway" means an approach constructed with materials, such as bricks, concrete, stone, asphalt, or the like;

(77) "permit" means a permission or authorisation in writing by the Authority to carry out work regulated by the rules;

(78) "plinth" means the portion of a structure between the surface of the surrounding ground and surface of the floor, first above the ground;

(79) "plinth area" means area of the building at the plinth level, but does not include the area of open porch, uncovered staircase and the like;

(80) "plot" means a parcel or piece of land enclosed by definite boundaries;

(81) "plot corner" means a plot at the junctions of and fronting on two or more intersecting streets;

(82) "plot, depth of" means the mean horizontal distance between the front and rear plot boundaries;

(83) "plot, double frontage" means plot having a frontage on two streets other than a corner plot;

(84) "plot, interior" means a plot, access to which is by a passage from a street whether such passage forms part of the plot or not;

(85) "pollution board" means the Kerala State Board for prevention and control of water pollution;

(86) "porch" means a canopy supported on pillars or otherwise and used for the purpose of pedestrain or vehicular approach to a building;

(87) "privy" means a latrine with or without flushing arrangement;

(88) "rear yard" means the utility open space extending laterally along the rear side of the plot and forming part of the plot;

(89) "re-development of land" meanst he revision or replacement of an existing land use and population distribution pattern and the clearance and building of the area according to a development plan. It will involve the reduction or increase of population densities, the acquisition and clearance of deteriorated buildings, the repair, modernisation and provisions of sanitary facilities, water supply and electricity provision of street, parks or other public improvements, and preservation of predominantly built up areas that are in good condition;

(90) "road" means any highly, street, lane, pathway, alley, stairway, passage way, carriage way, footway, square, place or bridge, whether a thorough fare or not, over which the public have a right of passage or access uninterruptedly for a specified period, whether existing or proposed in any scheme;

(91) "row housing" means a row of houses with only front, rear and interior open spaces;

(92) "sanctioned plan" means the set of drawings and statements submitted under these rules in connection with a building and duly approved and sanctioned by the Authority;

(93) "semi-detached building" means a building detached on three sides;

(94) "service lane" means a lane provided at the rear or side of a plot for service purposes;

(95) "service latrine" means a latrine from which the excreta are removed by manual agency and not by water carriage;

(96) "set back line" means a prescribed building line drawn with reference to the centre line of a street and laid down in each case by the Authority on the street side of which nothing can be erected or re-erected;

(97) "sewage drain" means a drain used or constructed to be used for conveying solid or liquid waste matter, excremental or otherwise, to a sewer;

(98) "shop" means a building or part of a building where articles of food and of personal, domestic and household use and consumption are sold and goods of any kind are ordinarily sold it does not include a workshop;

(99) "side yard" means an open space extending laterally between any side of a building and the boundary of the plot facing that side other than front and rear/utility yard and forming part of the plot;

(100) "site" means a plot and its surrounding precincts;

(101) "stair cover" means cabin-like structure with a covering roof over a staircase and its landing, built to enclose only the stairs for the purpose of providing protection from weather and not used for human habitation;

(102) "stall" means any temporary structure other than a hut used solely for the display and sale of goods;

(103) "storey" means the portion of a building included between the surface of any floor and the surface of the floor next above it, or if there be no floor above it, then the space between any floor and the ceiling next above it;

(104) "street" means an access to buildings or sites;

(105) "street line" means the line defining the side limits of a street;

(106) "street level" means the level at the centre line of the street;

(107) "structure" means anything that is built or constructed or building of any kind or any piece of work, artificially built up or composed of parts joined together in some definite manner. The term 'Structure' shall include 'building';

(108) "sunshade" means a sloping or horizontal structural overhang usually provided over openings on external walls to provide protection from sun and rain;

(109) "tenement" means a part or a building intended or used or likely to be used as a dwelling;

(110) "to erect" means:—

(a) to erect a new building on any site whether previously built up or not;

(b) to re-erect auy building of which portions above the plinth level have been pulled down, burnt, or destroyed; and

(c) conversion from one occupancy to another;

(111) "travel distance" means the distance on occupant has to travel to reach an exit;

(112) "unconnected latrine" means a latrine not connected to the public sewer system ; it may be connected to a septic tank;

(113) "unsafe buildings" means buildings which are structurally unsafe, insanitary or not provided with adequate means of egress or which constitute a fire hazard or are otherwise dangerous to human like or which in relation to existing use constitute a hazard to safety or health or public welfare, by reason of inadequate maintenance, dilapidation or abandonment;

(114) "use group" means the principal use for which a plot, a building or a part of a building is used or intended to be used;

(115) "verandah" means a covered area with at least one side open to the outside with the exception of a parapet, trellis, jally or grill work on the open side;

(116) "warehouse" means a building, the whole or substantial part of which is used or intended to be used for the storage of goods whether for keeping or for sale or for any similar purposes but does not include a store room attached and used for the proper functioning of a shop;

(117) "water and drainage authority" means the authority delegated by the Government of Kerala to be in charge of the management of water and drainage installations in the area;

(118) "water closet" or "WC" means a latrine with arrangement for flushing the pan with water, but does not include a bathroom;

(119) "watercourse" means an artificial or natural drainage canal;

(120) "yard" means an open space at ground level between a building and the adjoining boundary lines of the plot unoccupied and unobstructed except by encroachment or structures specifically permitted by these rules, on the same plot with a building. All yard measurements shall be the minimum distance between the front, rear and side yard plot boundaries as the case may be and the nearest point of the building including enclosed porches. Every part of every yard shall be accessible from every other part of the same yard;

3. *Applicability of the rules.*—(1) These rules shall apply to all public or private buildings as described below:

(a) where a building is newly erected, the rules shall apply to the designs and construction of the building;

(b) where the whole or part of the building is removed, the rules shall apply to all parts of the building whether removed or not;

(c) where the whole or any part of the building is demolished, the rules shall apply to any remaining part and to the work involved in demolition;

(d) where the building is altered substantially or addition or extension is made to it the rules shall apply to the whole building;

(e) where the occupancy or a use of a building is changed, the rules shall apply to all parts of the building affected by the change.

(2) These rules shall also apply to all lands which are proposed to be developed or redeveloped for construction of buildings.

(3) No addition or extension to a building shall be allowed unless, the addition or extension is such as would be permissible if the whole building was reconstructed from the plinth with the open spaces required under these rules applicable to the site of the building at the time of the proposed addition, and no addition or extension to a building shall be allowed which would diminish the extent of air space below the minimum requirement under these rules.

4. *Conformity to National Building Code of India.*—Recourse to National Building Code of India, 1970 published by the Indian Standards Institution or other relevant specifications and standards of the Indian Standards Institution shall be made with the approval of the Authority for any item not dealt with specifically in these rules. The latest provision of the National Building Code shall be applicable at the time of enforcement of the rules.

5. *Power of Government to exempt buildings.*—The Government may in consultation with the Chief Town Planner exempt any building from the operation of all or any of the provisions of these rules, subject to conditions if any, to be stipulated in the order, granting such exemptions:

Provided that such exemption shall be considered on individual application forwarded to the Government through the authority and the Chief Town Planner with their specific recommendations.

Chapter II

Permit and Enforcement

6. *Essentiality of permit.*—(1) No person shall develop or re-develop any parcel of land without first obtaining a Development Permit for each such development or re-development from the Authority.

(2) No person shall erect, re-erect or make alterations or demolish any building/hut or cause the same to be done without first obtaining a separate building permit for each such building from the Authority.

7. *Application for Development Permit.*—(1) (a) Every person other than a Government Department who intends to develop or re-develop any parcel of land shall apply in writing to the Authority in the form set out under Appendix—A and such application shall be accompanied by plans and statements in triplicate as required under sub-rule (2) and documents to prove ownership on the land concerned and payment of application fee. The plans shall be either ordinary prints on ferro paper or any other type.

(b) (i) Every department of Government which undertake any development or re-development of land at an area to which these rules apply shall as far as possible, comply with all the provisions in these rules.

(ii) The Central or State Government shall designate one or more officers within its own department to issue a certificate specifying that the rules have been followed in all respects. The certified copy of the layout plans and/or plans of the proposed plot subdivision and all other details shall be forwarded to the Authority for information and record, before commencement of the work.

(iii) In the case of layouts or plot subdivision by Defence Department, layout plans or plans of the proposed plot subdivision shall be submitted giving general indications whether the purpose is residential or not, so that the Authority can estimate the requirements of water, electricity and sewage disposal etc., provided that.

(i) in the case of an application to develope or re-develop any land within a distance of 100 metres from any property maintained by Defence establishment, the Authority shall consult the Officer-in-charge of such establishment for remarks if any, before the permission is granted. Such Officer shall furnish the remarks to the Authority within two weeks from the date of receipt of intimation from the Authority, if such establishment has any objection to the proposed construction. Such objection, if any, raised by the officer within the time specified, shall be duly considered by the Authority while disposing of the application.

(ii) in the case of an application for land development/re-development within 30 metres from a railway boundary, the Authority shall consult the Railway Authorities concerned, who will, if they have any objection intimate such objection to the Authority within two weeks from the date of receipt of intimation from the Authority. The objection if any, raised by the Railway Authorities within the time specified , shall be duly considered by the Authority while disposing of the application.

(2) The application for a Development Permit shall be accompanied by the site plan and service plan together with details and specifications and certificate of supervision as prescribed below:

(a) *Site Plan.*—The site plan shall be drawn to a scale of not less than 1:400 and it shall be fully dimensioned and shall show:

(i) the boundaries of the plot and of any contiguous land belonging to the owner thereof, including the revenue survey particulars in full;

(ii) the position of the site in relation to the neighbouring street(s), and its main access;

(iii) the name of such street (s), if any;

(iv) all existing structures standing on, over or under the plot;

(v) all existing streets or foot-paths within the plot;

(vi) the layout of cul-de-sac, streets or foot-paths within, adjoining or terminating at the site, existing or proposed to be widened or newly aligned;

(vii) the proposed plot subdivision, if any, and the areas and uses of each sub division thereof;

(viii) the access to each plot subdivision, if any;

(ix) the layout of any service roads or foot-paths and public parking spaces proposed or existing, if any;

(x) the area and location of any land within the plot, that is undevelopable such as rocky outcrops, steep terrains, marshes etc.;

(xi) the area and location of any land within the plot that is not proposed to be developed or redeveloped;

(xii) the area and location of any land that is proposed to be reclaimed;

(xiii) the area and location of any paddy fields and/or other agricultural land that are proposed to be reclaimed and/or alienated for the said development or re-development;

(xiv) topographic contours (with a contour interval not less than 1.5 m.) of the site if required by the Authority;

(xv) any other relevant information of the plot not specifically mentioned, that may be required by the Authority; and

(xvi) the north direction and predominant wind direction in relation to the site:

Provided that when circumstances are such as to make a smaller scale necessary or sufficient, the plan may, with the consent of the Authority, be drawn to scales of 1:800 1:1600 or 1:4000.

The site plan shall be accompanied by a key map drawn to scale not less than 1: 4000 giving details of the location of the site with reference to all adjacent, streets, premises and landmarks within a distance of 30 m. of the plot, together with the details of the land use of the adjoining premises, on all sides.

(b) *Services Plan.*—The service plan shall be drawn to a scale not less than that of the site plan, and shall show:—

(i) the proposed plot subdivision, if any, and the uses of such subdivision;

(ii) the layout of existing and proposed water supply, electricity, drainage and sewerage main lines from or to which connections are proposed to be given with dimensions and specifications;

(iii) the layout of existing and proposed water supply, drainage and sewerage lines within the plot, with dimensions, specifications and description of installation;

(iv) any other relevant information not specifically mentioned that may be required by the Authority; and

(v) the north direction and predominant wind direction in relation to the site.

Note(1).—The plans accompanying the application may have the colour scheme as specified in the Table given below and indicated in the legend in the plans:

TABLE

Colouring Notations for Development work

Sl. No.	*Item*	*Notational colouring*
(1)	(2)	(3)
1	Plot lines	Thick black line
2	Existing street	Brown
3	Future street, if any	Brown dotted
4	Residential use (existing)	Lemon yellow or yellow ochra
5	Residential use (proposed)	Lemon yellow to hatching

(1)	(2)	(3)
6	Commercial (Mercantile (use and) storage (existing)	Prussian blue
7	Commercial (Mercantile)use and storage (proposed)	Prussian blue hatching
8	Industrial (existing)	Purple or Violet
9	Industrial (proposed)	Purple or Violet hatching
10	Educational, Institutional (Medical), Assembly, Governmental or semi-public Business (existing)	Red or scarlet
11	Do. (proposed)	do. hatching
12	Hazardous (existing)	Black
13	Hazardous (proposed)	Black hatching
14	Parks and open spaces (existing)	Green
15	Parks and open spaces (proposed)	Green hatching
16	Paddy fields (existing)	Light green
17	Paddy fields (proposed to be reclaimed)	Colour of the use proposed to be marked with dark green dots and dashes
18	Undevelopable land	Black and brown hatching
19	Area proposed to be reclaimed (other than paddy fields)	Brown bordering with dashes.
20	Contour lines	Dark blue broken lines with levels.
21	Existing work	Black outline (white prints) White outline (black prints)
22	Work proposed to be demolished	Grey hatching
23	Drainage and sewerage work	Red dotted line
24	Water supply work	Black dot and dash line
25	Electricity lines	
	HT lines	Red firm lines
	LT lines	Red dot and dash lines
26	All other features required to be shown shall be marked with appropriate notations, and shall also be shown in the legend	

Note 2:—The minimum size of all site plans or services plans not to be less than 240 mm by 330 mm.

Note 3:—All plans, drawings and specifications shall be signed by an architect/an Engineer/a Town Planner/ Agency or group who has taken licence for that purpose under the provisions contained in Appendix-B

(c) *Specifications.*-Specifications of both general and detailed nature in respect of the services plan.

(d) *Certificate of Supervision.*—Thec ertificate of upervision shall be in the form set out under Appendix C by the licensed Architect/Engineer/ Town Planner/Agency or Group undertaking the supervision.

8. *Application for Building permit*:—(1). (a) Every person other than a Government Department who intends to erect or re-erect a building or make alternation, addition in any place in a building, other than a hut or to make or enlarge a well shall apply in writing to the Authority in the form set out under Appendix x D and such application shall be accompanied by plans and statements in triplicate as required under sub-rule (3) and documents to prove ownership on the land concerned and the payment of application fee. The plans shall be either ordinary print on ferro paper or any other type. For huts the application shall be in the form given in Appendix E.

(b) (i) The departments concerned shall intimate their intention to undertake construction with copies of building and layout plans to the concerned Authority and consider the objections and suggestions, if any, pointed out by the Authority, to the said construction.

(ii) The Central or State Government shall designate one or more Officers within its own Department to issue a certificate specifying that these rules have been followed in all respects. The certified copy of the, building plans and layout plans and other details shall be forwarded to the Authority for information and record before commencement of the work.

(iii) In the case of construction by Defence Department, layout plans should be submitted and general indications given whether they are residential or not, so that the Authority can estimate the requirements of Water, Electricity, Sewage disposal etc. Provided that (i) in the case of an application to erect or re-erect or make alteration to a building or make or enlarge any structure within a distance of 100 metres from any property maintained by the Defence establishment, the Authority shall consult the Officer-in-charge of the said establishment for remarks, if any before the permission is granted. Such officer shall furnish the remarks, to the Authority within two weeks from the date of receipt of intimation from the Authority if such establishment has any objection to the proposed construction. Such objections raised by the Officer within the time specified, shall be duly considered by the Authority before disposing of the application.

(ii) in the case of an application to erect, re-erect or make alterations to a building or to make or enlarge any structure with 30 metre from a railway boundary, the Authority shall consult the Railway Authorities concerned, who will, if they have any objection, intimate the Authority within two weeks from the date of receipt of intimation from the Authority. The objection, if any, raised by the Railway Authorities, within the time specified, shall be duly considered by the Authority, before disposing of the application.

(2) Notwithstanding anything contained in sub-rule (1), no building permit is necessary for the following alterations which do not otherwise violate any provisions regarding general building requirements, structural stability and fire safety requirements of the rules; namely:—

(i) Providing or removing of windows or doors or ventilators.
(ii) Providing inter-communication doors;
(iii) Providing partitions;
(iv) Gardening cexluding any permanent structures;
(v) White or colour washing;
(vi) Painting;
(vii) petty repairs to picthed roof; and
(viii) Plastering and patch work.

Provided that the details of such alterations shall be intimated to the authority within ten days before the commencement of such alteration works with particulars regarding the existing conditions in full so as to enable the authority to make an assessment of the nature of work.

(3) The applications for Building permit shall be accompanied by documentary evidence of plot ownership, the site plan, building plan, services plan, specifications and certificate of supervision as prescribed below:—

(a) *Site Plan.*—The site plan shall be drawn to a scale of not less than 1:400 provided that when circumstances are such as to make a smaller scale necessary or sufficient, the plan may with the concent of the Authority be drawn to a scale of 1:800. It shall be fully dimensioned and shall show;

(i) the boundaries of the plot and of any contiguous land belonging to the owners thereof, including the revenue survey particulars;

(ii) the position of the plot in relation to neighbouring street;

(iii) the name, if any, of the street along which the building is proposed;

(iv) all existing buildings standing on, over or under the plot;

(v) the position of the building and of all necessary buildings (if any) which the applicant instends to erect upon his contiguous land referred to in sub-rule (3)(a) (i) in relation to—

(A) the boundaries of the plot in case the site has been partitioned, the boundaries of the portion owned by the applicant and also the portions, owned by others;

(B) all adjacent streets, buildings, (with number of storeys) and premises within a distance of 12 metre of the plot and of the contiguous land (if any)

(C) the nearest existing street, if there is no street within a distance of 12 metre of the plot.

(vi) the access from the street to the building and to all other buildings (if any) which the applicant intends to erect upon his contiguous land referred to in sub-rule (3)(a)(i) of the access shall be clearly marked by a distinguishing colour;

(vii) the width of the street (ifany) in front and of the street (if any) at the side or near of the buildings;

(viii) free passage or way in front of the buildings;

(ix) space to be left about the building to secure a free circulation of air, admission of light and access for scavenging;

(x) spaces proposed as garden;

(xi) the position and form of kitchen, out-houses, external staircases, priviez, urinals drains, sesespools, cow sheds, cattle sheds, stables, wells and other appartenances of the building;

(xii) north direction in relation to the site;

(xiii) such other particulars as may be required by the Authority;

(b) *Building Plans.*—The plans, elevations and sections, of the buildings accompanying the application shall be accurately drawn to a scale of not less than 1:100, and shall—

(i) include floor plans of all floors together with the covered area, accessory buildings and basement floor, if any; and such drawings shall clearly indicate the sizes and spacing of all framing members, size of rooms, position of staircases, ramps and lift wells;

(ii) show the use or occupancy of all parts of the buildings;

(iii) show the exact location of essential services like water closets, sink, bath etc;

(iv) include sectional drawings showing clearly the sizes of footings thickness of basement wall, wall construction, size and spacing of framing members, floor slabs and roofs with their materials and the section shall

indicate the heights of buildings and rooms and also the height of the parapet. At least one section should be taken through the staircase;

(v) show all street elevations;

(vi) indicate details of served privy if any;

(vii) give dimensions of the projected portions;

(viii) include a terrace plan indicating the drainage and the slope of the roof;

(ix) show the direction of north line relative to the plan of the buildings and;

(x) specify total floor area of building.

(c) *Services plan*:—Service plan shall be drawn to the same scale as th building plan and shall include Plans and Sections of Private Water Supply and Sewage Disposal System.

Note:—1. The plans accompanying the application may have the colour scheme as specified in Table given below and indicated in the legend of the plans:

TABLE

Colouring Notation for Building Work

Sl. No.	*Item*	*Notational Colouring*
(1)	(2)	(3)
1.	Plot lines	Thick black line
2.	Existing Street	Brown
3.	Future Street, if any	Brown dotted
4.	Permissible Building line.	Thick black dotted line
5.	Open spaces	No colour
6.	Existing work	Black outline (White prints) White/Blue outlines (Blue / Ammonia prints)
7.	Work proposed to be demolished	Yellow hatching
8.	Proposed work	Red
9.	Drainage and Sewrage work	Red dotted
10.	Water supply work.	Black dot and dash line.

Note:—2 The minimum size of all site plans, building plans and service plans shall not be less than 240 mm by 330 mm.

Note:—3 All plans, drawings, designs, calculations and specifications shall be signed by an Architect/an Engineer/Agency or Group Supervisor who has taken licence for that purpose under the provisions contained in Appendix B.

(d) *Specifications.*—Specifications of both general and detailed nature giving type and grade of materials to be used.

(e) *Certificate of Supervision*—The certificate of supervision shall be in the form set out under Appendix C by a Licensed Architect/Engineer/Supervisor/Agency or Group undertaking the supervision.

(4) In the calculation of floor area from drawings the following guidelines shall be taken into account:—

(a) *General.*—(i) the total floor area of a building shall be the sum total floor areas at every floor, including basement if any;

(ii) internal sanitary shafts shall be included in the floor area in the case of residential buildings at all floor levels;

(iii) in the case of non-residential buildings, all shafts fo r sanitary services, air-conditioning ducts and lifts shall be included at all floor levels;

(iv) the area of "Barsati" or penthouse at terrace level shall be included in the floor area, and

(v) Towers, turrets, domes etc., projecting above the terrace shall not be included in the floor area at terrace level but shall be allowed, separately for costing purposes.

(b) *Floor area of ground floor.*—(i) the floor area of ground floor shall be calculated at the plinth level excluding the plinth off-sets (if the off-set does not exceed 5 cm.):

(ii) in cases where the building consists of columns projecting beyond cladding, thefloor area shall be taken up to the external face of the cladding and shall not include the projections of the columns;

(iii) if open verandahs with parapets are provided at the ground floor, projecting out of the building surface, the full floor area shall be taken at the outer line of the extenal verandah lintel; and 50% of the area shall be taken, if there are no sunshades or balconies projecting to protect the verandahs, and

(iv) open platforms and terraces at ground floor and porch shall not be included in the floor area, but shall be allowed separately for costing purposes.

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(c) *Floor area of upper floor.*— (i) the floor area of upper floors shall be calculated at the relevant floor levels, architectural bands, cornices etc., shall not be included in the floor area; vertical sunbreakers or box louvers also shall not be included, and

(ii) in the case of projecting balconies protected by full width sun-shades or full width roof projections or by upper balconies, their full area may be included in the floor area and in the case of unprotected balconies 50% area may be included;

(d) *Floor area of Galleries, Mezzanine floors and lofts*—(i) area of galleries, i.e. upper floor of seats in an assembly hall, auditorium etc., shall be fully included in the floor area;

(ii) area of mezzanine floors shall be included in the floor area;

(iii) the area of a loft shall not be included.

(5) *Operational construction.*—The following operational construction of the Government whether temporary or permanent which is necessary for the operation, maintenance, development or execution of any of the following services shall be exempted from these rules.

(a) Railway

(b) National Highway

(c) National Waterways

(d) Major Ports

(e) Airways and Aerodromes

(f) Posts and Telegraph, Telephones, Wireless broadcasting and other like forms of communication;

(g) Regional grid for electricity

(h) Any other service which the State Government may, if it is of opinion that the operation, maintenance, development or execution of such service is essential to the life of the community, by notification, declare to be a service for the purpose of this clause.

(6) The following constructions of the Government Department do not come under the purview of operational construction under sub-rule (5) of rule 8

(i) New residential buildings (other than gate lodges, quarters for limited essential operational staff and the like) roads and drains in railway colonies, hospitals, clubs, all type educational institutions in the case of railway and;

(ii) a new building, new construction or new installation or any extension thereof, in the case of any other service.

9. *Sanction, Refusal, Validity and Revocation of permit.*—(1) (a) The plans, drawings and specifications may be sanctioned with or without such modifications or directions as are deemed necessary or refused by the Authority after first satisfying himself of the bonafides of the boundaries and ownership of the plot and shall thereafter communicate his decision to the applicant in the form given in Appendix F.

(b) In the case of refusal, the Authority shall quote the reasons and relevant section of the Rules which the plans, drawings or specifications contravene.

(c) After the Authority has scrutinised the application and pointed out the objections in it, the applicant shall modify the plans, drawings or specifications and resubmit them for sanction.

(2) The permit once sanctioned shall remain valid upto three years. The development/redevelopment/building construction/alteration shall be commenced during the first year of such period and shall be completed not later than the valid period of the permit. If the construction is still not completed, the permit shall be revalidated on application subject to the rules then in force.

(3) The Authority may revoke any permit issued under these rules whenever it is found that there has been any false statement or any, misrepresentation of any material fact in the application on which the permit was based.

10. *Deviations during construction.*—(1) If during the execution of any land development or redevelopment or during the construction or alteration of a building, any departure from the sanctioned plan is intended to be made, sanction of the Authority shall be obtained before the change is made. The revised plans and drawings showing the deviation shall be submitted and the procedure laid down for the original plan and drawings heretofore shall mutatis mutandis apply to all such amended plans.

(2) Minor alteration in the nature of shifting the position of access to plots in respect of layouts and in the nature of shifting the position of windows, doors, ventilators in respect of building construction/re-construction/alteration, which do not conflict with these Rules shall however be made by the applicant without obtaining prior sanction from the Authority; provided that these minor alteration shall be incorporated in the completion plan and submitted alongwith the Completion Certificate.

11. *Defective work.*—(1) The Authority shall have the power to condemn any work, workmanship or materials which, in his opinion, is unsatisfactory or is likely to constitute a danger to health and any work, workmanship or materials so condemned, shall be remedied, amended or made good, or shall be removed in full or in part and replaced by new work, workmanship or materials, to the satisfaction of the Authority.

12. *Responsibilities and Duties of the Owner.*—Neither the granting of the permit, nor the approval of the drawings and specifications, nor inspections made by the Authority during the erection of the building shall in any way relieve the owner of such building of full responsibility for carrying out the work in accordance with the requirements of the rules.

(2) Every owner shall.—

(a) permit the Authority to enter the plot/building or premises for which the permit has been granted at any time between 7 a.m. to 7 p.m. for the purpose of enforcing the Rules;

(b) submit a proof of ownership of the plot;

(c) obtain from the Authority, sanction for any other allied matter connected with the land development/redevelopment/construction/alteration;

(d) give notice to the Authority of the intention to start work on the land development/redevelopment/construction/alteration as given in Appendix G;

(e) give notice to the Authority on completion of the demarcation of roads and footpaths, plot sub-division, and all other land assignments as per the sanctioned plan; in respect of land development/redevelopment and shall give notice after the completion of work upto plinth level with a view to enable the Authority to ensure that the work is carried out in accordance with the sanctioned plans as the Authority shall carryout inspection within 15 days from the receipt of such notice and give them permission for carrying out further construction work as per sanctioned plans;

(f) give written notice to the Authority regarding completion of the work described in the permit as given in Appendix H through the licensed technical personnel;

(g) obtain a development certificate from the Authority, prior to any sale or transaction of the plot sub-division or any building construction in developed or redeveloped plots as given in Appendix I.

AND/OR

obtain an occupancy certificate from the Authority prior to any occupancy of the building or part thereof, after construction or alteration of the building or part thereof, or change the class of occupancy of any building or part thereof as given in Appendix J.

(3) As soon as any development/redevelopment/building construction/alteration is completed all rubbish, refuse or debris of any description shall be removed by the owner from the plot or plots on which, such operations have been carried out or from any adjoining land which may have been used for depositing of materials and debris.

(4) A copy of the permit together with a copy each of sanctioned plans, drawings and specifications referred to in sub-rules (2) (a), (b) and (c) of rule 7 and sub-rule (3) (a), (b), (c) and (d) of rule 8 and results of tests if any, on any materials used for construction shall be kept in safe custody throughout the validity period of such permit and produced before the Authority or his authorised representative for inspection on demand.

13. *Completion, development certificate and occupancy certificate.*—(1) On completion of the land development/redevelopment/building construction/alteration for which the permit has been sanctioned, a completion certificate shall be forwarded to the Authority in Appendix H.

(2) A development certificate shall be issued by the Authority after his inspection of the developed/redeveloped land for which he has received the completion certificate, provided it is in conformity in all respects with the development permit sanctioned by him and has not contravened any provisions of these Rules and the Kerala Municipalities Act, 1960 or Kerala Municipal Corporation Act, 1961 as applicable. The development certificate shall be as given in Appendix I.

(3) An occupancy certificate shall be issued by the Authority after his inspection of the building for which he has received the completion certificate, provided it is in conformity in all respects with the building permit sanctioned by him and has not contravened any of the provisions of these rules and/or Kerala Municipalities Act, 1960 or Kerala Municipal Corporation Act, 1961 as applicable. The occupancy certificate shall be in Appendix J.

(4) If the owner of a building, for which a building permit has been sanctioned, intends to occupy that building prior to its completion or prior to the issuance of a completion certificate, the Authority shall issue, on application, a temporary occupancy certificate for occupancy of a building or part thereof, provided that the occupancy of such portion or portions of the incomplete building shall not in any way endanger life or public welfare.

(5) The development certificate or occupancy certificate shall be issued by the Authority within 15 days after the receipt of completion certificate. If the certificate or any communication is not received by the owner within the time limit, it shall be presumed that the same is granted.

CHAPTER III

General Site & Building Requirements

14. *General requirements.*—(1) No land development/redevelopment sha llbe made, and/or no building shall be constructed on any plot, on any part of which there is deposited refuse, excreta or other offensive matter, which in the opinion of the Authority is considered objectionable, until such refuse, excreta or other offensive matter has been removed therefrom and the plot has been prepared or left in a manner suitable for land development, redevelopment or building purposes, to the satisfaction of the Authority.

(2) No land development/redevelopment shall be made, and/or no building shall be constructed on a plot, which comprises or includes a pit, quarry or other similar excavation or any part thereof unless such plot has been prepared or left in a manner or condition suitable for land development, redevelopment or building purposes to the satisfaction of the Authority.

(3) No land development/redevelopment shall be made, and/or no building shall be erected on a plot liable to flood, or on a slope forming an angle of more than 45° with the horizontal or on soil unsuitable for percolation or in sandy beds, unless it is proved by the owner to the satisfaction of the Authority that erection of such a building will not be dangerous or injurious to health and the site will not be subjected to flooding or erosion, or cause undue expenditure of public funds in the provisions of roads, sewers, sanitation, water supply or other public services.

(4) No building or part of a building shall be allowed to be erected or re-erected, and no additions or alterations to any existing building shall be allowed, in the intervening spaces between the building and any overhead electric supply line, as given in Table below and specified in the Indian Electricity Rules.

TABLE

Clearance From Overhead Electric Lines

Sl. No.	*Type of Electric Supply Line*	*Vertical clearance in metres*	*Horizontal clearance in metres*
(1)	(2)	(3)	(4)
1.	Low and medium voltage lines	2.4	1.2
2.	High voltage lines up to and including 33 000 volts	3.7	1.85
3.	Extra high voltage lines excluding 33 000 volts	3.7 plus 0.3 m for every additional 33 000 volts or part thereof	1.85 plus 0.3 m for every additional 33 000 volts or part thereof

(5) (a) In the case of residential development,—

(i) every plot shall have an average width of not less than 7.5 metres and an average depth of not less than 12.0 metres:

Provided that for row housing, where side open spaces are not required, building plots shall have an average width of not less than 4.5 metres and an average depth of not less than 10.0 metres:

Provided further that the area of any newly subdivided plot reconstituted plot or building plot shall not be less than 1.2 ares;

(ii) every plot shall have a frontage of not less than 6 metres; on any abutting street:

Provided that for row housing, the frontage shall not be less than 3.5 metres;

(iii) the right of way of every access street in any development or redevelopment of land shall not be less than 7.0 metres and shall be motorable:

Provided that in the case of cul-de-sac with length not exceeding 150 metres, the width shall not be less than 5 metres and for length not exceeding 25.0 metres the width shall not be less than 3.5 metres;

Provided further that in residential areas where motorable access streets cannot be provided due to difficult terrain the width of any new access street shall not be less than 3.0 metres subject to the condition that the length should be less than 150.0 metres;

(iv) when the area of the land under development work, layout or subdivision is 20 ares or more, 15 per cent of the total area shall be provided for recreational open spaces:

Provided that while considering the area of the land, the area of any contiguous land belonging to the same owner, though not proposed for immediate development shall be taken into account;

(v) the recreational open space to be provided under item (iv) above shall have an access as if it was a separate plot and as far as possible, it shall be in one piece and in no case less than 3 ares in area:

Provided that hte minimum dimension of a recreational open space shall be 12 metres;

(vi) the layout or subdivision proposal shall take into account the provisions of the development plan, and if the land is affected by any reservation for a public purpose, the Authority may agree to adjust its exact location to suit the development, but not so as to affect its area;

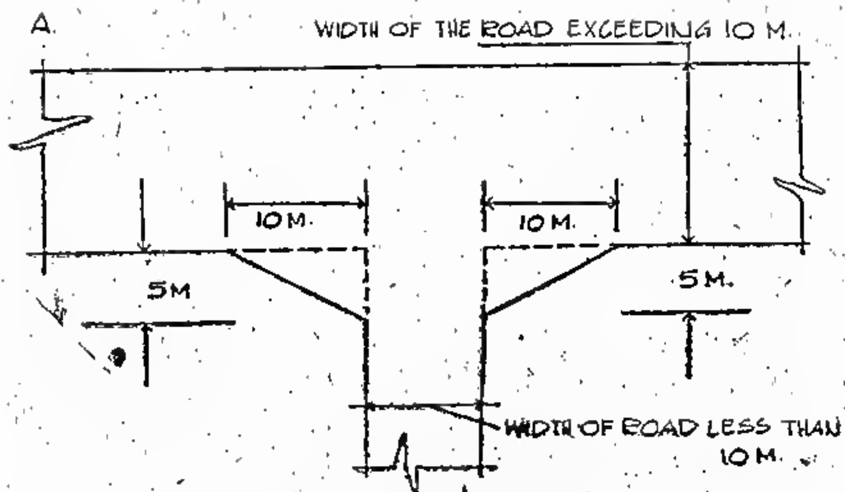
(vii) the street junctions shall be splayed or rounded off to give sufficient turning radii and sight distance for vehicles. The side of the splay shall be minimum of 5 metres for roads up to 10 metres width and shall be a minimum of 10 metres for roads exceeding 10 metres width as shown in the Fig. 1 A and 1B;

(viii) in the case of a layout or subdivision of a land having an area of two hectares or more, a suitable plot for an electric transformer shall be provided;

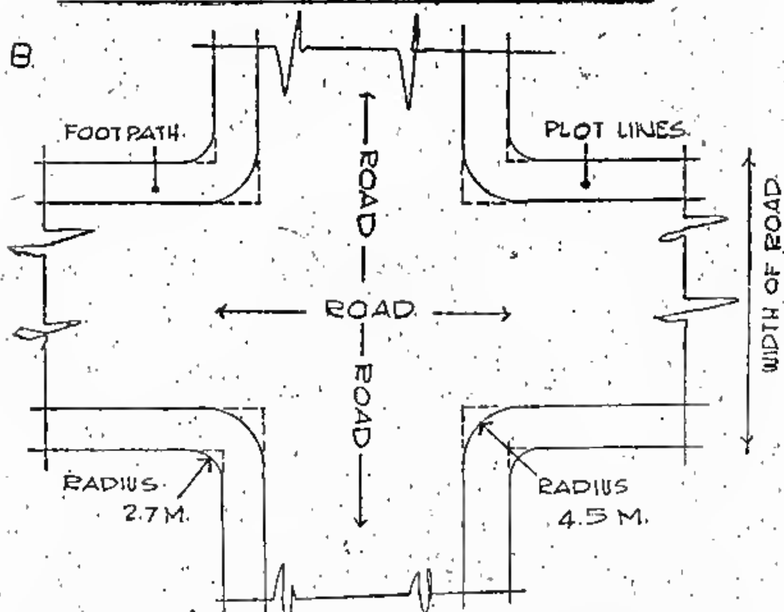
(ix) in the case of all subdivision layouts exceeding 0.5 hectares in area or where the subdivision plots exceed ten in number, the concurrence of the Chief Town Planner shall be obtained.

(b) In the case of Mercantile (Commercial) Development—

(i) the width of every new street, public or private, intended for use as a cart or carriage way giving access to or through a commercial precinct consisting of a continuous row of shops exceeding ten in number shall be not less than 12 metres except in the case of cul-de-sac not exceeding 150 metres where the minimum width shall be 9 metres;



SPLAYING OF ROAD INTERSECTIONS.



ROUNDING OF CORNERS AT INTERSECTIONS.

(ii) the frontage of every commercial building abutting such streets shall have a minimum width of 6 metres but in such or larger units, individual shops with a frontage not less than 3 metres may, however, be accommodated, provided the area of each such unit shall be 15 sq. metres and in public or private markets with row of stalls exceeding 6 in number, the frontage of each stall shall be a minimum of 2 metres with a minimum area of stall of 5 sq. metres;

(iii) for every mercantile building abutting a commercial street the minimum set back from the street shall be 3 metres:

(iv) in such a street no building intended for mercantile use shall be located in a plot less than 60 sq. metres in extent;

(v) no service garage or auto workshop building shall be located in such a street unless the site has a minimum area of 300 sq. metres and an average plot width not less than 12 metres;

(vi) the layout of all new commercial streets shall be subject to the approval of the Chief Town Planner;

(c) In the case of Industrial Development.—

(i) the width of every new street, public or private, intended for use as a part or carriage way giving access to or through an organised industrial area with not less than six constituent units, shall be a minimum of 15 metres except in the case of a cul-desac not exceeding 150 metres, where the minimum width shall be 10 metres;

(ii) the minimum size of industrial plots abutting such industrial access streets shall be 700 sq. metres in extent with a width of plot not less than 20 metres.

(iii) the layout of street and land sub-division in industrial areas shall be subject to the approval of the Chief Town Planner;

(6) The usage of plots proposed for development/redevelopment shall be governed by the provisions contained in the Development Plan of the town or city. or any detailed Town Planning Scheme prepared for the locality:

Provided that where no such plan exists, the usage of plots shall be approved by the Authority.

15. *Building line and open spaces.*—(1) *Exterior or interior open air spaces.*— Every room intended for human habitation shall abut on an exterior or interior open space or verandah open to such exterior or interior open space. Such open space shall be maintained for the benefit of such building exclusively and shall be entirely within the owners own premises and shall be open to the sky and is barred from being subdivided, partitioned or legally bifurcated or transacted in any manner whatsoever, till such date when the structure itself is demolished, and shall be kept free from any erection thereon, subject to the provisions in sub-rules (6) and (7).

(2) *Minimum distance between street and building.*—The minimum distance between the central line of a street and any building (other than a compound wall, fence or out door display structure) shall be 5.5 metres and that between the street boundary and the building shall be 3 metres. In addition to the above, any restrictions under street alignment or building line or both if any fixed for the area, restrictions under any development plan or any other rules or bye-laws shall also apply simultaneously to all buildings.

(3) *Exterior open spaces.*—(a) *Front Yard.*—(i) Every building shall have a clear front yard of 3 metres depth:

Provided that where this depth cannot be obtained laterally throughout by reason of the exceptional circumstances, it shall suffice, if the mean depth is not less than 3 metres:

Provided further that the minimum depth at any point shall not be less than 1.8 metres.

(ii) Notwithstanding anything contained in clause (1) above the provisions of sub-rule (2) shall invariably apply in all cases where the front yard of a building abouts a street.

(b) *Rear Yard*—(1) Every building shall have a clear rear yard of depth not less than—3 metres laterally. The rear yard shall not be less than 20% of the area of the plot with minimum dimensions being not less than 1.8 metres at any point. The rear yard for the purpose of this rule shall be considered as the space belonging exclusively to the plot which is open to this sky between the boundary of the plot on that side and a line parallel to it at ¼ average depth of the plot perpendicular to that side.

(ii) A side yard can also be considered as rear yard for the purpose of these rules if it is used as utility open space and conforms to the rear yard restrictions contained above.

(c) *Side Yard.*—Every building shall have a clear open air space of not less than 1.5 metres width on its sides other than the front and rear:

Provided that the Authority may however permit a building to abut on a side boundary of the plot, if there are no openings such as doors, windows or Ventelator openings etc., on that side of the building:

Provided further that the Authority may permit to reconstruct a part of existing row buildings which may be abutting on both sides if the authority is satisfied about the dilapidated and absolute nature of the building.

(4) *Interior open spaces.*—Any room intended for human habitation and not abutting on either the front, rear or side open spaces, shall abut on an interior open space whose with shall not be less than 3 metres.

(5) *Open spaces for buildings above 10 metres height.*—The open spaces given under sub-rules (3) (a), (b) (c) and (4) are for buildings upto 10 metres in height. For buildings above 10 metres height in addition to the minimum front, rear, side and interior open spaces required for height of 10 metres there shall be an increase in such minimum open space at the rate of 0.5 metres per every 3 metres height exceeding 10 metres or fraction thereof. The set backs so calculated shall be provided from the ground level.

(6) *Projection into street.*—No construction of any sort shall be permitted to project outside the boundaries of the site into the street.

(7) *Projections into and constructions on open spaces.*—(i) Every open space provided, either interior, or exterior shall be kept free from any erection thereon and shall be open to the sky and no cornice, roof or weather shade more than 0.75 metres wide shall overhang or project over the said open space so as to reduce the width to less than the minimum required.

(ii) A well, latrine, ash pit, fuel shed or any other building not intended for human habitation and not exceeding a height of 2.4 metres above ground level may however be permitted in the rear and side yards specified in these rules, provided that the minimum distance between these structures and the main building shall not be less than 1.5 metres at any point and the plinth area of such structures shall not exceed 15% of the area of the rear yard.

16. *Occupancy.*—(1) The occupancy of any building or part thereof shall be governed by the provisions contained in sub-rule (6) of rule 14.

(2) All buildings whether existing or hereafter proposed, shall be classified, in one of the following occupancies, according to the use of character of occupancy:—

Group A	Residential
Sub-Group-A1	Residential
Sub-Group A-2	Special Residential
Group B	Educational
Group C	Institutional (Medical)
Group D	Assembly
Group E	Governmental or sem public business
Group F	Mercantile
Group G	Industrial
Group H	Storage
Group J	Hazardous

Note.—Any building not specifically covered by any of the above occupancies shall be classified in the group which most nearly resembles its existing or proposed use.

(3) The description of the occupancies are given below:—

(a) *Group A-1 Residential Buildings.*—These shall include any building in which sleeping accommodation is provided for normal residential purposes, with or without either cooking, dining or both facilities. It includes one or two or multi-family dwellings, apartment houses and flats. It also includes lodging or rooming houses, tourist homes, dormitories, hostels and hotels without restaurants (with residential accommodation) not exceeding 150 sq.m. floor area.

(b) *Group A-2 Special Residential Buildings.*—These shall include all lodging or rooming houses, dormitories, hostels and hotels (with residential accommodation) exceeding 150 sq. m. floor area.

(c) *Group B Educational Buildings.*—These hallis include any building or part thereof, used for school, college, day-care purposes, instruction, education or research for more than 8 hours per week and shall include all appurtenant assembly (not exceeding a strength of 100 persons) and recreation not covered under Group 'D'.

(d) *Group C Institutional (Medical) Buildings.*—These shall include any building or part thereof, which is used for purposes such as medical or other treatment or care of persons suffering from physical or mental illness, disease or infirmity, care of infants, convalescents or aged persons. Buildings and structures under group C shall include, hospitals, sanitaria, clinics, homes for the aged and the infirm, convalescent homes and orphanages, mental hospitals, mental sanitaria, etc.

(e) *Croup D Assembly Buildings.*—These shall include any building or part of a building, where group of people (exceeding 100) congregate or gather for amusement, recreation, social, religious, patriotic, civil, travel and similar purposes, for example, theatres, motion picture houses or cinemas, assembly halls for educational, dramatic or theatrical presentation, auditoria, exhibition halls, art galleries, museums, libraries, skating rinks, gymnasiums, places of worship and religious congregation, dance halls, club rooms, passenger stations or transport terminals, recreation piers, amusement park structures, reviewing stands, grandstands, stadia and circus tents. This shall also include hotels with restaurant facilities.

(f) *Group E Governmental or Semi-Public Business Buildings.*—These shall include any building or part of a building which is used for the transaction of public business, for the keeping of records, accounts and similar purposes. Local, State and Central Government offices and use for defence purposes, court houses, public utility buildings including slaughter houses, jails and prisons, etc., will be covered by this use.

(g) *Group F Mercantile (Commercial) Buildings.*—These shall include any building or part of a building, which is used for display and sale of merchandise such as shops, stores, markets, etc., either wholesale or retail, banking and financial institutions, private business houses and professional establishments of doctors, dentists, tailors, etc., beauty parlours, barber shops, new stands, milk booths, lunch counters and restaurants having a carpet area not exceeding 60 sq. m.

Minor merchandising operations in buildings primarily meant for other uses shall be covered by the group under which the predominant occupancy is classified.

(h) *Group G Industrial Buildings.*—These shall include any building or part of a building or structure in which products or materials of all kinds and properties are fabricated, assembled or processed, e.g. workshops, assembly plants, laboratories, dry cleaning plants, power plants, pumping stations, smoke houses, laundries, gas plants, refineries, ...iries and saw mills, crematoria shall be included in the group.

(i) *Group H Storage Buildings.*—These shall include any building or part of a building used primarily for the storage or sheltering (including servicing, processing or repairs, incidental to storage) of goods, wares, or merchandise (except those that involve highly combustible or explosive products or materials), vehicles and the like, e.g. warehouses, freezing plants, freight depots, transit sheds, store houses, garages, hangars, grain elevators barns, silos etc. Minor storage incidental to other occupancies shall be treated as part of the predominant occupancy.

(j) *Group I Hazardous buildings.*—These shall include any building or part of a building, which is used for the storage, handling, manufacture or processing of highly combustible, explosive, poisonous, irritant, corrosive, toxic or noxious materials or products or any products or materials producing dust.

These shall also include buildings which are used for:

(i) Storage under pressure of more than 1 kg/cm2 and in quantities exceeding $70m^3$ of acetylene, hydrogen, illuminating and natural gases, ammonia, chlorine, phosgene, sulphur dioxide, carbon monoxide, carbon dioxide, methyl oxide and all gases subject to explosion, fumes or toxic hazard;

(ii) Storage and handling of hazardous and highly inflammable liquids;

(iii) Storage and handling of hazardous and highly inflammable or explosive materials other than liquids;

(iv) Manufacture of artificial flowers, synthetic leather, ammunition, explosives and fire works; and

(v) Service garages, petrol filling stations, coal, wood and timber yards.

17. *Coverage and floor area ratio (F.A.R.)* (1) *General.*—The maximum percentage coverage permissible for each occupancy shall limit the plinth area of a building. The floor area ratio or F.A.R. value shall limit the total floor area. F.A.R. shall be calculated as below:—

$$\text{F.A.R.} = \frac{\text{Total floor area on all floors}}{\text{Plot area}}$$

(2) Notwithstanding the provisions of rule 15, the percentage of coverage and the F.A.R. value of buildings under different occupancies shall not exceed the maximum permissible values stipulated in table below. Provided that the F.A.R. values so specified may be exceeded only in cases where there are specific provisions or otherwise contained In the development plan of the town or city or in the detailed town planning scheme for the locality:

Provided further that in case of buildings with more than one occupancy, the most restrictive value of any of these occupancies shall apply.

TABLE

Coverage and Floor area ratio (F.A.R)

Sl. No.	*Building use of occupancy*	*Maximum permissible Coverage Percentage of plot area)*	*Maximum permissible F.A.R.*
(1)	(2)	(3)	(4)
1	Residential	50	1.50
2	Special Residential	50	1.50
3	Educational	30	1.20
4	Institutional (Medical)	25	1.00
5	Assembly ..	40	0.70
6	Governmental or semi-public business	30	1.50
7	Mercantile (Commercial)	60	2.00
8	Industrial	40	1.20
9	Storage	70	2.00
10	Hazardous	25	0.70

Note 1:—For the purposes of F.A.R. calculation, the area left behind, after accounting for the exterior open spaces (front, sides, rear) and interior open spaces depending upon the height of buildings shall be the permissible coverage of the plot.

Note 2.—The authority shall fix different value of F.A.R. for different localities of City/Town depending upon nature of occupancy and density of population in the area within the over all framework of the Master Plan for the City/Town and in consultation with the Chief Town Planner.

Note 3.—Basement or cellar floors and area between stalls used for parking or plant room need not be reckoned as floor area in F.A.R. calculation.

18. *Height of Building.*—(1) The maximum height of any building or part thereof shall be limited according to the width of the street as follows:—

(a) The maximum height of the building shall not exceed 1.5 times the width of the street abutting plus 1.5 times the front yard:

Provided that this height may further be exceeded to the extent of 3 metre for every 1 m. by which the corresponding portion/floor of the building is set back from the building line.

(b) If a building abuts on two or more streets of different widths, the building shall be deemed to face upon the street that has the greater width and the height of the building shall be regulated by the width of that street and may be continued at this height along the narrower street.

(2) *Aerodrome Vicinity height restrictions.*—(a) For buildings, structures and installations in the vicinity of Airports or Aerodroms, the maximum height allowable shall be as stipulated in Table below:

(b) Irrespective of their distances from the Aerodrome, even beyond the 22 km. limit from the Aerodrome reference point no radio masts or similar type of installations exceeding 152 m. in height should be erected without the prior permission of the Director General of Civil Aviation.

(c) No building, structure or installation exceeding the height specified in Table below shall be permitted without prior, concurrence of the concerned Civil or Military Aerodrome Authority.

(d) The location of slaughter house/butcher house and other areas for activities like depositing of garbage dumps which would generate the collection of high flying birds like eagles/hawks etc., shall not be permitted within radius of 10 km. from aerodrome reference point.

TABLE

Aerodrome vicinity Height Restrictions

Sl. No.	*Limits of Distance from the aerodrome reference point of buildings, structures or installations measured horizontally*		*Permissible Height of building, structure of installation from Aerodrome reference point*	*Remarks*
	International Civil Air Ports and their Alternates	*Other Civil Air Ports and Civil Aerodromes*		
(1)	(2)	(3)	(4)	(5)
1.	Between 8 535m and 22km.	Between 7 925m. and 22km.	152m.	
2.	Between 7 315m. and 8 535m.	Between 6 706 m. and 7 925m.	122m.	
3.	Between 6 096m. and 7 315m.	Between 5 486m. and 6 706m.	91m.	
4.	Between 4 877m. and 6 096m.	Between 4 267m. and 5 486m.	61m.	
5.	Between 4 267m. and 4 877m,	Between 3 650m. and 4 267m.	48m.	
6.	Between 3 658m. and 4 267m.	Between 3 048m. and 3 658m.	36m.	
7.	Between 3 048m. and 3 658m.	Between 2 438m. and 3 048m.	24m.	
8.	Between 2 438m. and 3 048 m.	Between 1 829m. 2 438m.	12m.	
9.	Less than 2 438m.	Less than 1 829m.	Nil. except with the concurrence of the local Aerodrome Authority	No tree shall be planted within the limits of distances indicated

(3) *Height Exceptions.*—Appurtenant roof structures like overhead tanks and their supports, airconditioning, lift and similar equipment rooms chimneys, parapet walls not exceeding 1m. in height and roof structures other than pent-houses shall not be included in the height of the building unless the aggregate area of such structures including pent-houses exceeds one-third of the roof area of the building on which they are erected:

Provided that all such height exceptions shall be subject to the provisions of sub-rule (2).

19. *Access*:—(1) The clear width of access to a building from the street shall be the following.

	individual occupancy	*Multiple occupancy*
(i) Single storey building—1.2 metres		
(ii) Two storey buildings	2.0m.	3.6m.
(iii) 3 storeys and above	..	5.0m.

(2) The access to any building shall be maintained free from any obstruction and no portion of any building of a height less than 2.4 metres from the level of the ground shall be permitted to overhang or to project into such a passage.

(3) Every person who erects a building shall not at any time erect, or cause or permit to erect or re-erect any building which in any way encroaches upon or diminishes the area set apart as access.

(4) Every person who erects a building or undertakes construction work on a building shall not reduce the access to any building previous existing below the minimum width required under these Rules.

(5) No buildings shall be erected so as to deprive any other building of access.

(6) The space so set apart as access shall be separately distinguished from any house gully or open space required to be provided under any other rule.

(7) Every such access shall be drained and lighted to the satisfaction of the Authority, and manhole covers or other drainage, water or any other fittings laid in such access shall be flush with the finished surface level so as not to obstruct safe travel over the same.

(8) In the case of multi-storeyed dwellings or rowhousing, access shall be provided independently for each dwelling unit.

(9) Notwithstanding anything contained in sub-rules (1) to (8), the Authority shall be empowered to prescribe a width of access for any building in conformity with the provisions of any detailed development plans, for the area in which such building is located.

20. *Parking and loading/unloading space.*—(1) Each off-street parking space provided for parking motor cars shall not be less than 18 sq. metres area (6 x 3 metres) and for scooters and cycles the parking spaces provided shall not be less than 3 sq. metres and 1.4 sq. metres, respectively.

(2) For buildings of different occupancies off-street parking spaces for motor cars shall be provided within the plot as stipulated in Table below:

Provided that the requirement regarding parking space can be reduced to 75% of the above provision for 2nd grade Municipalities and to 50% for 3rd grade Municipalities, townships and panchayats where these rules are made applicable.

(3) In addition to the parking spaces provided under sub-rule (2) 25% additional parking area shall be provided within the plot for parking other types of vehicles except item (1) to (3) of table below:—

TABLE

Off-street parking Space

Sl. No.	*Occupancy.*	*One parking space for every or fraction of*
(1)	(2)	(3)
1.	Group A1 (i) Residential: Apartment Houses (Flats)	(a) 8 units upto 100 sq. metres of carpet area
		(b) 4 units between 101-150 sq. metres of carpet area
		(c) 2 units between 151-200 sq. metres of carpet area
		(d) Single unit exceeding 200 sq. metres of carpet area
	(ii) Lodging or rooming houses, dormitories, hostels and hotels upto 150 sq. metres of floor area	100 sq. metres of carpet area
2.	Group A2. Special Residential:	(i) Rooms with attached bath and W.C.
	(a) With eating facility attached (Restaurant, Canteen, Cafetaria, mess or Dining)	6 Rooms upto 12 sq. m. of carpet area
		4 rooms between 12.20 sq.m. of carpet area

(1)	(2)	(3)
	Note:—At the rate of one parking space for every 30 sq. m. carpet area of dining space/20 seats of dining accommodation shall be provided in addition to the provisions given under item No. 2.	2 rooms above 20 sq. m. of carpet area
		(ii) Rooms served by common bath and W.C. 15 rooms upto 8 sq. m. of carpet area 10 rooms between 8·12 sq.m. of carpet area. 4 rooms above 12 sq. m.
	(b) Without eating facility	(i) Rooms with attached bath and W.C. 8 rooms upto 12 sq. m. of carpet area 5 rooms between 12-20 sq.m. of carpet area 3 rooms above 20 sq. m. of carpet area
		(ii) Rooms served by common bath and W.C. 18 rooms upto 8 sq. m. of carpet area 12 rooms between 8·12 sq.m. of carpet area 6 rooms above 12 sq. m. of carpet area
3.	Group—B Educational:	
	(a) for High Schools, Junior Technical Schools, Industrial Training Institutes etc.	250 sq. m. of plinth area
	(b) Higher educational Institutions and other uses not covered in (a) above	150 sq. m. of plinth area

(1)	(2)	(3)
4.	Group—C. Institutional (medical)	150 sq. m. of plinth area
5.	Group—D. Assembly	33 seats of accommodation
6.	Group—E. Governmental or Semi public business	100 sq. m. of carpet area
7.	Group—F. Mercantile (Exceeding 60 sq. m. of carpet area)	100 sq. m. of carpet area
8.	Group—G. Industrial (Exceeding 100 sq. m. of carpet area)	200 sq. m. of carpet area
9.	Group—H. Storage	Nil

(4) Off-street parking space shall be provided with adequate vehicular access to a street; and the area of drives, aisles and such other provisions required or adequate manoeuvring of vehicles shall be exclusive of the parking space stipulated in these Rules.

(5) If the total parking space required by these Rules is provided by a group of property owners for their mutual benefit, such use of this space may be construed as meeting the off-street parking requirements under these Rules, subject to the approval of the Authority.

(6) In addition to the parking spaces provided, for buildings of Group F—Mercantile (Commercial), Group G—Industrial and Group H—Storage occupancies, loading-unloading spaces each 30 sq.m. shall be provided within the plot, at the rate of one each space for loading and unloading activities for each 1000 sq. m. of floor area or fraction thereof exceeding the first 200 sq.m. of floor area.

(7) In computing off-street parking space provided in a plot, upto 50% area of the mandatory open spaces may be adjusted towards this, subject to the condition that vehicles could actually be parked in such areas.

21. *Parts of buildings.*—(1) *Plinth*.—(a) The plinth or any part of a building or out-house shall be so located with respect to surrounding ground level that adequate drainage of the site is ensured. In water-logged or low-lying areas subject to flooding and where a building has been specifically permitted under Sub-rule 3 of Rule 14, the Authority may require the plinth of such building to be raised above the maximum flood level of the adjoining ground or such other level as the Authority may prescribe.

(b) Every plinth shall have a minimum height of either;

(i) 30 cm. above the level of the abutting street, or

(ii) 45 cm. above the surrounding ground within 3 m. distance of the building in the case of shallow plots:

Provided that the plinth of stables, garages and out-houses shall not be less than 15 cm. above the determined level specified in clause (a).

(c) Every building constructed on stilts shall have its ground floor level at least 15 cm. above the level of the centre of the nearest street and shall be satisfactorily drained.

(2) *Courtyard.*—Every interior courtyard shall be raised at least 15 cm. above the level of the centre of the nearest street and shall be satisfactorily drained.

(3) *Habitable rooms.*—(a) *Size*—The carpet area of a habitable room shall not be less than 9.5 sq.m. with a width not less than 2.4 m.:

Provided that when there is more than one habitable room, the carpet area of at least one of them shall not be less than 9.5 sq.m. and the carpet area of the other shall not be less than 7.5 sq.m. with the width of all such rooms being not less than 2.4 m. In the case of hostels of Educational Institutions, the minimum size of habitable room shall be 7.5 sq.m. with a minimum width of 2.4 m.

(b) *Height.*—The average height shall not be less than 2.75 m. measured from the surface of the floor to the lowest point of the ceiling or false ceiling for all non-airconditioned habitable room, and shall not be less than 2.4 m. measured from the surface of the floor to the lowest point of the ceiling or airconditioning duct for all air conditioned habitable rooms;

Provided that the head room at any point in such room/rooms shall not be less than 2.4 m.

(4) *Kitchen.*—(a) *Size*—The carpet area of a kitchen or any other room used as a kitchen shall not be less than 4.0 sq. m. and its width shall not be less than 1.5 m.:

Provided that when kitchen is used or intended for use as a dining room also, the carpet area of such kitchen shall not be less than 9.5 sq.m. and its width shall not be less than 2.4 m.

(b) *Height.*—The average height of the kitchen measured from the floor to the ceiling shall not be less than 2.4 m.:

Provided that the minimum head room at any point in the kitchen shall not be less than 2.1 m.

(5) *Bathrooms and Latrines.*—(a) *Size*—The area of a bathroom shall not be less than 1.5 sq.m. with either side not less than 1.1 m. and the carpet area of a latrine shall not be less than 1.1 sq.m. with one side not less than 1.0 m:

Provided that the area of a combined bathroom and latrine shall not be less than 2.2 sq.m. with one side not less than 1.1 m.

(b) *Height.*—The average height of the bathroom and/or latrine measured from the floor to the ceiling shall not be less than 2.5 m:

Provided that the head room at any point in the bathroom and/or latrine shall not be less than 2.2 m.

(6) *Loft.*—(a) *Size*—The area of a loft shall not exceed 25% of the carpet area of the habitable room in which it is constructed, or 20% of the carpet area of the kitchen in which it is constructed. The size of lofts over corridor, bathroom, water closet shall be for 100% of area.

(b) *Height.*—The headroom measured from the surface of the floor to any point on the underside of the loft shall not be less than 2.1 m. The maximum height of loft shall not be more than 1.5 m.

(7) *Ledge.*—(a) *Area*—A ledge shall not cover more than 25% of the carpet area on which it is constructed.

(b) *Height.*—It shall have a minimum headroom of 2.1 m.

(8) *Mezzanine Floor.*—(a) *Size*—The floor area of the mezzanine floor shall not exceed ⅓rd the area of the main floor or room accommodating the mezzanine floor.

(b) *Height.*—The headroom measured from the surface of the floor to any point on the underside of the mezzanine floor shall not be less than 2.2 m.

(9) *Roof.*—(a) *Mangalore Tile Roof*—The rise of Mangalore Tile Roof shall neither be more than half the span nor be less than one third the span.

(b) *Corrugated galvanised Iron sheet, Asbestos cement sheet or asphalt sheet roof.*—Rise shall not be less than one fifth of the span.

(c) *Thatched roof.*—The rise of thatched roof shall not be less than two third of the span.

(d) *Trussed roof.*—The rise of trussed roof shall not be less than either one fifth of the span or 11°-20° whichever is greater.

(10) *Floors.*—(a) Every kitchen or room used as a kitchen or bathroom and/or latrine shall be provided with an impermeable floor.

(b) The floor of every bathroom and/or latrine shall be provided with a suitable slope towards the drain and shall not slope towards the verandah or any other room.

(c) The floor level of every bathroom and/or latrine shall have such a height as to ensure suitable grade towards the sewage drain.

(11) *Staircases.*—(a) The number of internal and external staircases required for any building shall be governed by the layout of the building, the number of floor and the number of exits as specified in sub rule (2) of rule 24. In any building exceeding four storeys (including basement or sunken floors if any) every floor area, over, above and below the plinth shall have at least two staircases, one of which may be an external stairway.

(b) The minimum width of stair shall not be less than 0.75 m. for single family residential occupancy and 1.20 metre for buildings of all other occupancies.

(c) The width of tread without noising shall not be less than 25 centimetre for an internal staircase of residential buildings. In the case of other buildings the minimum tread shall be 30 centimetre. The treads shall be constructed and maintained in a manner to prevent slipping.

(d) The height of riser shall not exceed 19 centimetre in the case of residential buildings and 15 centimetre in the case of other buildings and the number of risers shall not exceed 12 per flight of the stairs.

(e) The height of handrail shall not be less than 80 cm.

(12) *Fire Escape Staircases.*—(a) The width of the fire escape stair shall not be less than 75 cm.

(b) The width of the fire escape stair tread shall not be less than 15 cm.

(c) The height of the fire escape stair riser shall not exceed 19 cm. and the number of risers shall not exceed 16 per flight of stairs.

(d) The height of handrail shall not be less than 100 cm.

(e) Fire escape shall be provided for every building of:

(i) residential occupancies exceeding three storeys, and

(ii) occupancies other than residential exceeding two storeys.

(f) Fire escapes shall be constructed only in the exterior of the building and shall be connected directly to the ground. Fire escape stairs shall have a straight flight.

(g) Entrance to fire escapes shall be separate and removed from internal staircase.

(13) *Passages giving access to Staircase.*—The width of passages giving access to the staircase in any building, shall not, at any point, be less than the width of the stair:

Provided that if only one such passage gives access to more than one staircase, the width of such passage shall not be less than the width of the stair of one staircase plus one half of the total width of the stair of the remaining staircases.

(14) *Corridors, Verandahs and Passageways.*—(a) The clear width of any corridor, verandah or passageway in any building shall not be at any point less than 1.0 metre.

(b) The height of any corridor, verandah or passageway in any building shall not at any point be less than 2.2 metre.

22. *Lighting and Ventilation.*—(1) Every habitable room shall be furnished with sufficient number of openings such as windows and ventilators affording effectual means of admission of light and air by direct communication with the external air.

(2) No portion of a room shall be assumed to be lighted, if it is more than 7.5 metre away from the opening assumed for lighting that portion.

(3) Windows and Ventilators which open into a verandah, shall be deemed to communicate with the external air, provided that such verandah is not more than 3 metre wide, and open throughout its entire length into an open space open to the sky, the width of such open space being not less than 3.0 metre.

The aggregate area inclusive of frames of such windows and ventilators, but excluding doors, opening directly to the external air or into an open verandah shall be not less than one-sixth of the floor area. If a window or a ventilator is partly fixed, the openable area shall be counted.

(4) Cross ventilation by means of windows shall be effected in at least one living room of a tenement either by means of windows in opposite walls or if this is not possible or advisable, then at least in the adjoining wall.

(5) *Kitchen and pantry.*—(a) Every kitchen shall be ventilated according to the standards stipulated for habitable rooms and it shall be located as near to the ceiling as possible.

(b) Every room to be used as a kitchen shall have suitable flue for the escape of heated air unless it is provided with an approved form of smokeless installation.

(6) *Bathroom and Latrine.*—(a) Bathroom and latrines shall be provided with natural light and permanent ventilation by sufficient openings, the aggregate area of which shall not be less than one tenth the floor area of the bath room/latrine.

(b) Every bathroom or latrine shall have at least one of its walls abutting an open space, or open verandah, or an air shaft; the size of such air shafts shall not be less than as indicated in Table below, provided that this rule need not be strictly applied in the case of centrally airconditioned buildings.

TABLE

Size of Air Shaft

No. of storeys	*Size of air shaft in Square metre*	*Minimum width in metre*
(1)	(2)	(3)
upto 2	1.2	0.9
upto 4	2.8	1.2
upto 6	4.0	1.5
upto 8	5.4	1.8
9 and above	8.0	2.4

(c) Mechanical ventilation systems in addition to the air shafts for ventilating the latrine and bathroom shall be provided in multistoreyed buildings, exceeding four storeys.

(7) *Loft and Ledge.*—Loft and ledge in a habitable room, kitchen or pantry shall be so constructed that it shall not interfere with the ventilation of the same under any circumstances.

(8) *Mezzanine floor*—(a) The mezzanine floor shall be so constructed as not to interfere under any circumstances with the ventilation and lighting of the space over and under it.

(b) Such mezzanine floor or any part of it shall not be used as a kitchen.

(c) In no case shall a mezzanine floor be closed so as to make it liable to be converted into ill-ventilated compartments.

(9) *Store, Lumber, Laundry and Cellar Rooms.*—The ancillary rooms shall have an area of ventilation not less than 5% of the floor area of each room.

(10) *Stairways.*—Every staircase shall be lighted and ventilated properly from an open space, provided as per sub-rule (2) of rule 15:

Provided that the lighting-cum-ventilating area shall not be less than 1 metre per floor height.

23. *Architecture*—Architectural features in respect of any building or part thereof shall not in any way violate or conflict with the provisions of any rule contained in these rules.

24. *Fire Protection*—(1) For residential and mercantile (commercial) buildings as specified in sub-rules (3) (a) and (g) of rule 16, of two storeys or more, and for buildings under all other occupancies, as specified in sub-rules (3)(b), (3) (c), (3)(d), (3) (e), (3) (f), (3) (h), and (3) (i) of rule 16, the following shall apply:—

(a) Every structural member or structural assembly including any wall, partition, floor or roof shall be of fire resisting material:

Provided that any external wall or roof covering constructed of wood, cloth, canvas, grass, leaves, mats, thatch or any other inflammable material may be permitted by the Authority or if required by written notice of the Authority to be removed or replaced by the owner or occupier of the building.

(b) Steel or cast iron columns shall be protected by fire resistant material to a thickness of 2.5 cm.

(c) Combustible materials used for partition or finishes shall be protected by fire-retardant chemicals.

(d) Combustible materials used as wall or ceiling finish or as an acoustical covering shall not exceed 2.5 centimetre in thickness, except for projecting decorative mouldings, and shall be treated with a fire retardant.

(e) No pipes, wires, cables or other service equipment shall be embedded in the fire resisting construction without adequate precaution:

Provided that when any pipe or duct passes through a floor, the space between the pipe and the floor constructed, shall be fire stopped.

(f) Interior stairs shall be constructed of non-combustible materials:

Provided that wooden staircase may be permitted by the Authority if subject to his satisfaction, fire precautions have been made by the owner in:

(i) residential occupancies

(ii) other occupancies having emergency fire escape.

(g) Fire escapes shall be constructed of non-combustible materials.

(h) A staircase shall not be arranged round a lift well unless the latter is entirely enclosed by a material of fire resistance rating as that for the type of construction itself.

(2) *Exits.*—(a) Every building meant for human occupancy shall be provided with exits sufficient to permit safe escape of occupants in case of fire or other emergency:

Provided that such exits shall be so located that the travel distance on each floor shall not exceed that given in table below:

TABLE

Maximum travel distance for various occupancies

Sl. No.	*Group of occupancy*	*Travel distance in metres*
(1)	(2)	(3)
1	Group A1 Residential	22.5
2	Group A2 Special Residential	22.5
3	Group B Educational	22.5
4	Group G Institutional (Medical)	22.5
5	Group D Assembly	30.0
6	Group E Governmental & Semi-Public Business	30.0
7	Group F Mercantile (Commercial)	30.0
8	Group G Industrial	30.0
9	Group H Storage (including Warehousing)	30.0
10	Group J Hazardous	22.5

(b) The unit of exit width used to measure the capacity of any exit shall be 50 centimetres. A clear width of 25 cm. shall be counted as an additional half unit. Clear width less than 25 centimetre shall not be counted for exit width. Occupants per unit exit width shall be in accordance with Table below. However, the minimum width of exit shall be as stipulated in sub-rule (4).

TABLE [illegible]

Occupants per unit exit width

Sl.No	*Group of Occupancy*	*No. of Occupants per unit exit width of*	
		Stairways	*Doors*
(1)	(2)	(3)	(4)
1	Group A1 Residential	25	75
2	Group A2 Special Residential	50	75
3	Group B Educational	25	75
4	Group C Institutional (Medical)	25	75
5	Group D Assembly	60	90
6	Group E Governmental or Semi-Public Business	50	75
7	Group F Mercantile (Commercial)	50	75
8	Group G Industrial	50	75
9	Group H Storage (including Warehousing)	50	75
10	Group J Hazardous	25	40

(c) For determining the exits required, the number of persons in any floor area, or the occupant load shall be based on the actual number of occupants but in no case less than that specified in Table below:

Provided that when roofs are used as roof gardens or for habitable purposes, sufficient stairways shall be extended to it to provide the necessary exit facilities required for such occupancy:

Provided further that in the case of all occupancies other than residential for every building of over 6 storeys or 25 metre in height, at least one required means of egress shall be a fire tower. Provided also that for all occupancies, more than three storeyed, there shall be two staircases provided and located away from each other.

TABLE

Occupant Load

Sl. No.	*Group of Occupancy*	*Occupant Load (gross area in square metres per person)*
(1)	(2)	(3)
1	Group A1 Residential	12.5
2	Group A2 Special Residential	4.0
3	Group B Educational	4.0
4	Group G Institutional (Medical)	15.0
5	Group D Assembly	0.6
6	Group E Government or Semi-public business	1.5
7	Group F Mercantile (Commercial)	3 to 6
8	Group G Industrial	10
9	Group H Storage (including Warehousing)	30
10	Group J Hazardous	10

(d) *Ramps.*—Ramps if provided as a substitute for stairways shall be laid with a slope not exceeding 1 in 10 and such ramp shall comply with all the requirements of a stairway. Greater slopes shall be provided for limited uses but in no case it shall exceed 1 in 8. The ramp shall be surfaced with approved non slippery materials.

(e) For floors provided with automatic sprinkler system, the permissible value specified both in Table 8 of sub rule (2) (a) and Table 10 of sub-rule 2(b) of rule 24 may be increased by 50%.

(3) *Other requirements of individual exits.*—(a) *Type of exits.* Exits shall be either of horizontal or vertical type. An exit may be a doorway, corridor, passage ways to an internal staircases or external staircase, ramps to the street or to the roof of a building. An exit may also include a horizontal exit leading to an adjoining building at the same level and

(b) Lifts and escalators shall not be considered as exits.

(4) *Doorways.*—(a) Every exit door way shall open into an enclosed stairway, a horizontal exit, a corridor or passage way providing continuous and protected means of egress.

(b) No exit doorway shall be less than ·75 cm. in the case of residential and 1.2 metre in the case of all other occupancies subject to the limitations contained in sub-rule (2) of rule 24.

(c) Exit doorways shall open out wards except in the case of residential occupancy. No door, when opened, shall reduce the required width of stairway or landing. Overhead or sliding doors shall not be installed.

(d) Exit doorways shall be openable from the side which they serve without the use of a key.

(5) *Revolving doors.*—(a) Revolving doors shall not be used as exits except in residential, business and mercantile occupancies constitute more than half the total required door width.

(b) When revolving doors are considered as required exit ways the following assumptions shall be made.

(i) each revolving shall be credited one half a unit exit width and;

(ii) revolving doors shall not be located at the foot of stairway. Any stairway served by a revolving door shall discharge through a lobby or foyer.

(6) *Spiral stairs (fire escape).*—The uses of spiral stair case shall be limited to low occupant load and to a building up to 9 metre height, unless they are connected to platforms, such as balconies and terraces to allow easy exit. A spiral fire-escape shall be not less than 150 centimetre in diameter and shall be designed to give adequate headroom.

25. *Other Building Rrequirements.*—(1) *Lightning Protection.*—Protection against lightning shall invariably be provided in the case of structures

(a) in or near which large number of people congregate,

(b) involved in the maintenance of essential public services;

(c) in areas where there is lightning prevalence;

(d) which exceed a height of 15 metre;

(e) which are in isolation in open terrain;

(f) which have historical or cultural importance;

(g) of occupancies which form a source of danger, such as those housing factories or stores of explosives or highly inflammable materials.

The lightning protection to buildings where provided, shall conform to Indian Standard, IS: 2309-1969 Code of practice for protection of buildings and other structures against lightning.

(2) *Damp-Proofing*—Wherever dampness of a plot or the nature of the soil of the plot, warrants necessary precautions against dampness to any building or part thereof, such building or part shall be so constructed that it is rendered damp proof, to the satisfaction of the Authority.

(3) *Termite Proofing.*—In every new construction and reconstruction, which involves wood work, the soil may be chemically treated to exterminate termites before laying the foundation.

(4) *Lifts.*—Every building exceeding 12 metre in height and with plinth area exceeding 2500 sq. m. shall be provided with one lift for every 2500 sq.m. or part thereof, in addition to the required number of staircases as provided by sub-rule (11) (a) of rule 21. The planning, design and installation of lifts shall be in accordance with Part VIII Building services Section 5 Installation of Lifts and Escalators of National Buildings Code of India.

(5) *Safety measures.*—(a) Adequate safety precautions shall be made at all stages of erection, alteration, repair or removal of the various parts of the building for safeguarding the life of workers and public against hazards consequent or any aspects of the construction executed.

(b) During construction, inspection shall be made by the licensed Engineer/Architect/Supervisor/Group to ensure that all protective works carried out to safeguard the adjoining property are sufficient and in good order to ensure safety.

(c) *Fencing and Warning Signals*—Where any excavation is going on, fencing shall be erected, if necessary, for the safety of public and workmen. Sufficient number of notice boards and danger lights shall be provided in the area.

(6) *Structural Design.*—(a) The loads and forces (dead and live, wind and seismic) acting on buildings shall conform to part VI structural Design Section 1 of Loads of National Building Code of India.

(b) The design of foundations and different elements of building constructed of different materials like plain, reinforced and prestressed concrete, masonry, steel and wood shall conform to:—

Section 2 Foundations
Section 3 Wood
Section 4 Masonry
Section 5 Plain Reinforced and Prestressed Concrete
Section 6 Steel
Section 7 Prefabrication and systems Building of part VI Structural Design of National Building Code of India.

CHAPTER IV

Building Services

26. *Electrical Installations*—(1) The electrical installations shall generally be carried out in conformity with the requirements of the Indian Electricity Act, 1910 (Central Act 9 of 1910) and the Indian Electricity Rules, 1956 framed thereunder and also the relevant regulations of the Electric Supply Authority concerned as amended from time to time.

(2) The Planning, design and installation of all electric works shall conform to Part VIII Building Services Section 2 Electrical Installations of National Building Code of India, 1970, subject to any conditions laid down by the Authority and/ or the Electric Supply Authority.

(3) No connection from any source of electric supply to any electrical installation in any new construction/reconstruction/alteration specified under these rules, shall be sanctioned by the Electric Supply Authority, without or prior to the sanction of building permit under rule 9 of Government exemption under rule 5.

27. *Air-conditioning, Heating, Artificial Lighting and Mechanical Ventilation.*—(1) All plans, specifications and data or air-conditioning, heating, artificial light and mechanical ventilation stystem of all buildings under any occupancy shall be supplied to the Authority and the installations shall be made subject to his approval only.

(2) *Equipment room for Central Air-conditioning Plant.*—The equipment room shall be located as centrally as possible with respect to the area to be air-conditioned and shall be free from obstructing columns as far as possible. The clear headroom below soffit of beam shall be 2.1 metre.

(3) The structure of the equipment room shall be window-less to prevent noise transmission whenever possible and necessary acoustic treatment should be given to prevent transmission of equipment noise. The plant machinery shall be founded on antivibratory supports.

(4) All boilers used in producing steam for heating purposes shall satisfy the requirements of the Indian Boiler Act (1923 Central Act 5 of 1923) the Kerala Factory Rules, 1967, and any other Central or State Act and Regulation in the matter of installation and use of boilers.

(5) The Planning, design and installation of all air-conditioning and heating systems in all buildings shall conform to part VIII Building services Section 3 Air Conditioning and Heating of the National Building Code of India 1970 unless otherwise specified in these rules and subject to any conditions laid down by the Authority.

(6) *Artificial light and mechanical ventilation.*—In all cases where artificial light and/or mechanical ventilation are is required and provided thereon, it shall conform to Part VIII Building services, Section (i), Lighting and Ventilation of the National Building Code of India, 1970 and subject to any conditions laid down by the Authority.

28. *Gas supply.*—(1) *Use of liquified petrol gas.*—(a) In general, Cylinders shall be installed either out of doors or in a building or section of a building having good floor and ceiling level ventilation directly to the open. If out of doors, there should be no vegetation, such as grass and weeds within 3 metre of a cylinder.

(b) Cylinders should not be placed below ground level and should be at least one metre away from drains, culverts, or entrances and openings leading to cellars and other depressions in which gas might accumulate.

(c) A firm dry base of concrete or masonry should be provided for cylinders.

(d) Cylinders should not be placed close to steam pipes or any other source of heat and should be protected from the weather and direct sunlight. Cylinders shall be placed at a distance of 3 metre away from any other source of heat which is likely to raise the temperature of cyclinders above the room temperature unless separated by metal sheet or masonry partition.

(e) The installation shall further conform to the safety precautions stipulated by the Gas Supply Agency.

(2) *Inspection of Gas piping in Centralised supply.*—(a) No person shall use of permit the use of a new system or an extension of an old system of gas piping in a building or structure before the same has been inspected and tested to ensure the tightness of the system, and a certificate of approval has been issued by the Authority.

(b) Before any system of gas piping is finally put in service it shall be carefully tested to assume that it is gastight.

(c) The Authority shall, within a reasonable time after being requested to do so, inspect and test a system of gas piping that is ready for such inspection. If the work is found satisfactory and test requirements are complied with, he shall issue the certificate of approval.

(d) It shall be unlawful to supply gas in a building before the required certificate has been issued. Further the installation for gas supply shall be done in accordance with Part IX Plumbing Services Section 3 Gas Supply of National Building Code of India:

Provided that the Authority may give temporary permission for a reasonable time, to supply and use gas before such an installation has been fully completed and the certificate issued.

29. *Water supply.*—(1) All premises intended for human habitation occupancy or use group shall be provided with the supply of pure and wholesome water, neither connected with polluted or unsafe water supply nor subject to the hazards of back-flow or back-siphonage;

No connection from any source of public water supply to any water supply installation in any new construction/reconstruction/alteration as specified in these rules shall be sanctioned by the Water and Drainage Authority without or prior to the sanction of building permit under rule 9 or Government exemption under rule 5.

(2) The design of the pipe system shall be such that there is no possibility of back-flow towards the source of supply from any cistern or appliance whether by siphonage or otherwise, and reflux or non-return valves shall not be relied upon to prevent such back-flow.

(3) Where a supply of wholesome water is required as an alternative or stand-by to a supply of less satisfactory water or is required to be mixed with the latter, it shall be delivered only into a cistern and by pipe or fitting discharging into an air gap at a height above the top edge of the cistern equal to twice its nominal bore and in no case less than 15 centimetre. In all appliances or taps used in water closets a definite air cap shall be maintained.

(4) The bottom of the water service-pipe at all points shall be at least 30 centimetre above the top of the sewer line at its highest point if laid closer than 3 metre horizontally from the building sewer.

(5) No pipe carrying wholesome water shall be laid or fixed so as to pass into or through any pipe or fitting, secour outlet, or drain or any manhole connected therewith nor through any ash pit, manure pit, fouled, soiled or porous material or any material of such nature that is likely to cause undue deterioration of the pipe:

Provided that where the laying of such pipe is unavoidable, the piping shall be properly protected from contact with such soil, material or surrounding matter by being carried through an exterior cast-iron tube or by some other suitable protective covering as approved by the Water and Drainage Authority:

Provided further that any existing piping or fitting laid or fixed, which does not comply with the above requirements, shall be removed immediately by the owner and relaid by him in conformity with the above requirements and to the satisfaction of the Water and Drainage Authority.

(6) All pipes including all bends, junctions, tees and elbows and all fitting used in connection with, or forming part of the sanitary installation of a building or for the supply and distribution of water to and in a building shall be made of such material and be of such weight and pattern and be fixed, joined, and painted in such a manner as may be approved by the Water and Drainage Authority.

(7) The planning, design and installation of water supply system shall conform to Part IX Plumbing Services section 1 Water Supply of National Building Code of India 1970 unless otherwise specified in these rules and subject to any conditions laid down by the Authority and/ or the Water and Drainage Authority.

(8) The per capita requirement of water supply for various occupancies shall be determined as specified in Table 1 below. The storage capacities of tanks shall be decided based on the purpose (flushing or domestic storage) as specified in Tables 2 and 3 below and on the ratio of supply and exhauste.

TABLE 1

Per capita water Requirements for various occupancies

Sl. No.	*Type of occupancy*	*Consumption per head per. day (in litres)*
(1)	(2)	(3)
1.	Group A: Residential	135
2.	Group A2: Special Residential	180
3.	Group B: Educational	180
	(a) Day Schools	45
	(b) Boarding Schools	135
4.	Group C: Institutional (Medical)	
	(a) No. of beds not exceeding 100	340
	(b) No. of beds exceeding 100	450
	(c) Medical quarters and hostels	135
5.	Group D. Assembly (per seat of accommodation) other than restaurants	15
	Assembly (per seat of accommodation) for restuarants	70
6.	Group E: Governmental or Semi-Public	45
7.	Group F: Mercantile business (commercial)	
	(a) Restaurants (per seat)	70
	(b) Hotels with lodging accommodation (per bed)	180
	(c) Other business buildings	45
8.	Group G: Industrial	45
9.	Group H: Storage (including warehousing)	30
10.	Group J: Hazardous	30
11.	Intermediate Stations (excluding mail and express stop)	45 (25)*
12.	Junction Stations	70 (45)*
13.	Terminal Stations	45
14.	International and domestic Airports	70

*The values in paranthesis are for stations where bathing facilities are not provided.

Note:—The number of persons for Sl. Nos. 11 to 14 shall be determined by the average number of passengers handled by the Station daily, due consideration being given to the staff likely to use these facilities.

TABLE 2

Flushing Storage Capacities

Sl. No.	*Classification of buildings*	*Storage capacity*
(1)	(2)	(3)
1.	For special residential occupancies and tenements having common conveniences	900 litres net per WC seat.
2.	For residential premises other than tenements having common conveniences	270 litres net for one WC seat and 180 litres for each Additional seat in the same flate.
3.	For factories and workshops	900 litres per WC seat and 180 litres per urinal seat.
4.	For cinemas, public assembly halls etc.	900 litres per WC seat and 350 litres per urinal seat.

TABLE 3

Domestic Storage Capacities

Sl. No.	*No. of floors*	*Storage Capacity*	*Remarks*
(1)	(2)	(3)	(4)
	For special residential occupancies and tenements having common conveniences:		
1.	Ground floor	Nil	Provided no down-take fittings are installed.
2.	Upper floors	500 litres per tenement	
	For flat or apartment houses:		
1.	Ground floor	Nil	Provided no down-take fittings are installed.
2.	Upper floors	800 litres per flat	

Note 1.—If the premises are situated at a place higher than the road level in front of the premises, storage at ground level shall be provided on the same lines as on floor 2.

Note 2.—The above storage may be permitted to be installed provided that the total domestic storage calculated on the above basis is not less than the storage calculated on the number of downtake fittings according to the scales given below:

Downtake taps	70 litres each
Showers	135 litres each
Bath tubs	200 litres each

(9) A tank or cistern for storage of water shall be water tight properly covered over and shall be constructed of reinforced concerete, G.I. steel, stone masonry or brick work in cement mortar and shall be rendered inside with cement mortar and/or shall be constructed to a design and according to a manner approved by the Water and Drainage Authority.

(10) In the case of underground storage tanks, the design of the tank shall be such as to provide for the drainage of the tank when necessary and water shall not be allowed to collect round about the tank.

(11) The tank shall be provided with an overflow pipe, tap or other apparatus, the invert of which shall not be less than 5 centimetres high from the bottom of the tank.

(12) The tank shall be provided with a draw-off which shall:

(a) be so located and fitted as to prevent entry of animals and insects;

(b) not be connected to a drain or sewer;

(c) have an open end to permit the overflow pipe to serve as a warning pipe.

(13) All water mains, communication pipes, service and distribution pipes used for water for domestic purposes shall be thoroughly and efficiently disinfected before being taken into use and also after every major repair. The method of disinfection shall be subject to the approval of the Water and Drainage Authority.

The extent of water to be stored for the fire fighting purposes in the case of multistoryed buildings shall be in accordance with Part IV, Fire Protection of National Building Code of India.

30. *Wells.*—(1) Wells intended to supply water for human consumption or for domestic purposes shall be,—

(a) not less than 15 metres from any ash pit, refuse pit, earth closet or privy and shall be located on a site upward from the earth closet or privy;

(b) so situated that contamination by the movement of sub-soil of other water is unlikely;

(c) of a minimum internal diameter of not less than 1 metre;

(d) of permanent and sound quality construction throughout.

(2) Wells without internal lining shall be permitted only in fields and gardens for purposes of irrigation.

(3) The parapet walls on the head of all wells shall be raised to a hight not less than 1 metre above the level of the adjoining ground to form a parapet or kerb with a minimum thickness of 20 centimetres and shall be surrounded with a paving constructed of impervious material which shall extend for a distance of not less than 1 metre in every direction from the parapet farming the well head and the surface of such a paving shall be sloped outwards from the well.

(4) The interior surface of the well or lining of the well shall be rendered impervious to a depth of 3 metre measured from the level of the ground immeidiately adjoining the well head.

(5) A well from which water is drawn by means of a bucket or other similar means shall be provided with a stand for the bucket raised not less than 15 centimetres above the level of the paving.

(6) The well shall be provided with a cover made of G.I. sheet or A.C. sheet fixed on wooden frames or of R.C.C. so as to prevent entry of pollution from outside. If water is drawn by a bucket, the opening for the passage of bucket shall have a hinged cover.

31. *Drainage and Sanitation.*—(1) No person shall install or carry out any water-borne sanitary installation or dainage installation or any work in connection with any existing or new building or any other premises without obtaining the previous sanction of the responsible authority.

(2) No connection to any public sewer line from any new construction/reconstruction/alteration as specified in these rules shall be sanctioned by the Water and Drainage Authority prior to the sanction of building permit under sub-rule (1) of rule 9.

(3) The planning, design and installation of all drainage and sanitary installations shall conform to Part IX, Plumbing Services, Section 2, Drainage and Sanitation of National Building Code of India 1970 unless otherwise specified in these rules and subject to any conditions laid down by the Authority and/or Water and Drainage Authority.

(4) Every room to be used as a kitchen shall have facility for the washing of kitchen utensils, the exist pipe of which shall lead directly to, or through a sink, to a grated and trapped connection to the waste disposal pipe:

Provided that this facility may not be installed, if separately provided in a pantry.

(5) *Sinks.*—A sink shall be so located that at least one of its sides shall be against an external wall or in a window recess or in a position to ensure suitable plumbing. Sinks shall be constructed of glazed stoneware, enamelled fire clay or other equally suitable material.

Sinks shall be of such shape as will facilitate their maintenance in a state or cleanliness. No woodwork shall be used for covering any such sink. The bottom of the sink shall slope towards the outlet.

(6) *Sink Waste Pipes.*—A sink waste pipe shall be jointed to the sink by a bell mouth at the bottom of the sink, having its internal diameter about 2.5 centimetre larger at the sink end than at the other end. The sink outlet shall be fitted with a grating and a plug. The sink waste pipe shall have an internal diameter of not less than 3 centimetre and shall be provided with a trap, preferably of drawn lead or other equally suitable material fitted with a cleaning screw at the bond.

(7) *Requirements of Latrines.*—(a) The Authority shall determine in each case whether the premises shall be served by a connected latrine or a septic tank:

Provided that the premises shall be served by a connected latrine if a sewer is within 30 metre of the plot, along the access street:

Provided further that the premises shall be served by a septic tank until a sewer begins to function within 30 metre of the access street of the plot, subject to the condition that it will be converted into a connected latrine as and when required by the Authority.

(b) The Authority may refuse to permit the construction of any latrine or urinal at a particular place, if in his opinion such latrine or urinal would be a nuisance in the neighbourhood or would be objectionable to the occupants of the neighbouring buildings.

(c) Every latrine which is connected to a water borne system of installation shall be provided with adequate water storage for flushing at the minimum rate of 10 litres for each flushing (*See* also Table 12).

(d) Where only one bathroom and latrine are provided in a building, they shall be separately accommodated.

(e) No rooms containing water closets shall be used for any purpose except as a latrine

(f) No door, window or any other opening in any room containing latrine shall open directly into any kitchen or cooking space.

(g) Every latrine and bathroom shall be enclosed by walls or partitions and the interior surface of every such walls or partition shall be finished with a smooth impervious material to a height of not less than 1 metre above the floor of such rooms.

(h) Every latrine with or without bathroom shall have its platform or seat either plastered with cement or be made of some water tight non-absorbent material.

(i) No water closet or appurtenance which are not connected to a public sewerage system shall be within 15 metres from any well.

(8) *Roof Drainage.*—The roof of a building shall be so constructed or framed as to permit effectual drainage of the rain-water there from by means of sufficient rain-water pipes of adequate size, wherever required, so arranged, jointed and fixed so as to ensure that the rain-water is carried away from the building without causing dampness in any part of the walls or foundation of the building or those of an adjacent building.

(9) *Rain water pipes.*—(a) The rain water pipes shall be at least 75 mm in dia and be constructed of copper, cast iron, wrought iron, glazed stoneware, asbestos or other equally suitable material and shall be securely fixed.

(b) The rain-water pipe conveying rain-water shall discharge directly or by means of a channel into or over an inlet to a surface drain, or shall discharge freely in a compound drained by a surface drain but in no case shall it discharge directly into any closed drain.

(c) Whenever a rain water pipe cannnot discharge into or over an inlet to a surface drain or into a compound drained by a surface drain and if a street drain exists within 30 metres from the boundary of the premises, such rain water pipe shall discharge into a gully-trap which shall be connected with the street drain, and such a gully-trap shall have a screen and silt-catches incorporated in its design.

(d) If such street drain is not available within 30 metre of the boundary of the premises, a rain-water pipe may discharge in to the street provided its outlet is not more than 30 centimetres above the surface of the street

(e) A rain-water pipe shall not discharge into or connect with any soil pipe or soil ventilation pipe or any waste pipe or any waste ventilation pipe, nor shall it discharge into sewer unless specifically permitted by the Water and Drainage Authority, in which case such discharge shall be intercepted by means of a gully-trap.

(f) The Water and Drainage Authority may require rain-water pipes to be connected to a drain or sewer, or a covered channel formed beneath the public footpaths or a road gully or in any other approved manner.

(10) *Disposal af sewage and sullage and surface drainage.*—(a) Sewage and sullage shall be connected to sewers.

(b) Generally rain-water shall be dealt with separately from sewage and sullage. Storm water from courtyards may be connected to the sewer when it is not possible to drain otherwise after obtaining the permission of the Water and Drainage Authority.

(c) Foul water shall be disposed of by adequate treatment approved by the Water and Drainage Authority on the plot. The effluent from the treatment plant shall be discharged into a natural watercourse or on the surface of the ground or disposed of by sub-soil dispersion and in the case of:

(i). dilution into a natural stream course, the quality of the effluent shall conform to ISI standards and also to the requirements of the Pollution Board

(ii) sub-soil dispersion, the requirements of the Authority for water supply shall be observed to avoid any possible pollution of local water supplies or wells provided that the sub-soil dispersion is not near a building or in such position that the ground below the foundation is likely to be affected.

(d) When no other method of disposal is possible, foul water may be collected and stored in impervious cesspools and arrangements made with the Authority for satisfactory periodical removal and conveyance to a disposal works.

(e) When discharge into a public sewer is not possible sewage disposal of the building shall be done through septic tanks or by any other accepted method. The design and construction of septic tanks shall conform to requirements of IS: 2470—Code of Practice for Design and Construction of Septic Tanks or any other requirements as laid down by the Authority.

(f) Any passage or other area within the curtilage of a building shall, if the Authority so requires, be effectively drained by surface water drains or other means to his satisfaction.

(g) Whenever in the opinion of the Authority the site of a building so requires, the sub-soil shall be drained effectively by means of sub-soil drains or by other means to his satisfaction

(h): The written approval of the Water and Drainage Authority shall be obtained for connecting any sub-soil or surface water drain to a sewer.

CHAPTER V

Special Provisions in the case of Certain Occupancy Groups

(In the case of each of the following occupancies, the provisions of rules 14 to 31 shall apply subject to the modifications specified against each.)

31. *Residential Occupancies.*—In the case of residential occupancies, the following provisions shall apply in addition to the provisions in rule 14 to 31.—

(a) *Protection from fire.*—(1) Every floor of a flat, apartment house, lodging or rooming house, dormitory, hostel or hotel (with residential accommodation) not exceeding 150 sq. metres floor area or part thereof with a capacity of accommodation exceeding 20 persons shall have not less than 2 doorways as remote from each other as practicable:

Provided that such doorways shall provide access to separate exits or may open upon a common corridor, leading to separate exits in opposite directions.

(2) Every building exceeding three storeys shall be provided with.—

(i) Automatic fire detection system with facility for simultaneous alert of fire services, and emergency communication facility for contacting occupants on all floors;

(ii) Automatic fire extinguishing equipment shall be provided along all passages, corridors and verandahs at interval of 10 metres Provision shall also be made for extinguishers, internal hydrants, fire hoses and hose reels on all floors and/or landings as per Part IV Fire Protection of National Building Code of India.

(iii) First aid kits shall be provided at all landings and at least one such kit shall be provided on the ground floor.

Note.— No building or part thereof under any hazardous occupancy shall be permitted:

Provided that such occupancy if incidental to the main occupancies only may be permitted on the same plot subject to the condition that additional fire protection measures are provided and that buildings or part thereof under hazardous occupancy are situated at a distance not less than 30.0 metres away from any other buildings.

(3) In the case of every building exceeding three stories a certificate of approval from the Director of Fire Force shall be obtained before the issue of the occupancy certificate under sub-rule (3) of rule 13.

Note.— The Director of Fire Force or any officer authorised by him shall, before issuing the certificate of approval by the Director of Fire

Force, inspect such buildings and confirm whether equipmen as specified in sub-items (i), (ii) and (iii) of item (2) have beer provided adequately.

(4) All other requirements in respect of fire protection shall conforn to clause 8 of Part IV, Fire Protection of National Building Code of India, 1970

(b) *Sanitation Requirements.*—(1) Dwellings with individua conveniences shall have at least the following fitments:—

(i) one bath room;

(ii) one water closet; and

(iii) one sink either in the floor or raised from the floor.

Note.— Where only one water closet is provided in a dwelling, the batl and water-closet shall be separately accommodated and no combined.

(2) Dwellings without individual conveniences shall have atleast th following fitments:—

(i) One water tap with drawing arrangements for ever ten tenement.

(ii) One water-closet and one bath for every 2 tenements.

(c) *Dwellongs with floor area less than* 35 *square metres.*—In the cas of dwellings with floor area less than fifty square metres put up by publi agency or by individual owner for dwellings for economically weaker section of the society of low income group housing the provisions of rules 14 to 31 shall apply subject to the modifications specified below:—

(1) *Plot requirements.*—The area of plot shall not be less than 0.4 are unless otherwise decided by the Authority, subject to a minimum roac frontage of 3.5 M.

(1A) *Open space requirements.*—(i) The front open space of every building in this category shall be 2.5 M.

(ii) The minimum distance between the centre line of a street and any building in this category shall be 4.5 Metre.

(iii) Such buildings may abut one side of the property provided the side open space on the other side is 0.9 M.

(iv) The rear open space for such dwellings shall be 1.8 M. The construction of ancillary structures in the rear yard such as well, latrine, ash pit, fuel shed etc., shall be limited to 2 square metre in extent of 30% of the area of the rear open space whichever is less, provided the space in between main building and the apartment structure shall be 0. 9 M.

(2) *Access to plots.*—The width of access street shall not be less than 3.0 M.

(3) *Habitable room.*—(1) When there is more than one habitable room, the carpet area of atleast one of them shall not be less than 8.0 sq. metres and the carpet area of other shall not be less than 6.0 square metres and the width of any habitable room shall not be less than 2.2 metres. In the case of single room tenements, the size of multipurpose rooms shall be 12 square metres with one side not less than 2.2 metres.

(ii) The head room at any point in each room/rooms shall not be less than 2.1 metres.

(4) *Kitchen.*—(i) The area of the kitchen or any other room used as a kitchen shall not be less than 2.5 square metres and the width of such kitchen or room shall not be less than 1.5 metre.

(ii) The minimum headroom at any point in the kitchen shall not be less than 2.1 metre.

(5) *Bathroom and Latrine.*—(i) The area of a bathroom shall not be less than 1.2 Square metres and the width shall not be less than 0.9 metre.

(ii) The headroom at any point in the bathroom shall not be less than 2.1 metres.

(6) *Staircase.*—(i) The width of tread shall not be less than 22 cm.

(ii) The height of riser shall not exceed 20 cm.

(d) *Huts.*—In areas specially set apart in development plans and detailed Town Planning Schemes, or in any area approved by the Authority, construction of huts may be allowed subject to the following conditions:—

(1) Application for permission to construct or reconstruct or alter or add to a hut shall be in the form set out under Appendix E.

(2) A hut have 1.5 metres wide open space on all sides.

(3) A hut shall have its floor area atleast 20 cm. above the surrounding ground.

(4) A hut shall have a clear internal area of 4 square metres and minimum width in any direction shall not be less than 2 metres.

(5) No hut shall be of more than one storey. The minimum height at the eaves shall not be less than 2 metres.

(6) Every hut shall invariably be provided with ventilating openings of not less than 10 per cent of the floor area.

(7) Every hut shall be provided with adequate sanitary and drainage arrangements. Latrines shall be of the ESP type, bore hole or pit type;

(e) *Shops in Residential areas.*—In the case of a layout or sub division of land of 2.0 hectare or more in area under residential occupancy the Authority may permit shops of not more than 20.0 square metres carpet area:

Provided that not more than one such shop shall be permitted for every 30 dwellings existing and or proposed within the area.

(f) *Special Residential Occupancies.*—In the case of special residential occupancies, the following provisions shall apply in addition to the provision in rules 14 to 31:—

(1) *Protection from Fire.*—Every floor of a lodging or rooming house, dormitory, hostel or hotel (with residential accommodation exceeding 150.0 square metres floor area) shall have not less than two doorways as remote from each other as practicable:

Provided that such doorways shall provide access to separate exits or may open up on a common corridor leading to separate exits in opposite directions.

(2) *Sanitation Requirements.*—Sanitation facilities shall be provided as stipulated in table below:

Provided that the provision of sanitation facilities for staff personnel shall be in addition to those provided for public.

TABLE

Sanitation requirements for Hotels

Sl. No.	Fitments	For residential Public & Staff	For Public Rooms		For Non-residential Staff	
			For males	For females	For males	For females
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	Water Closet	One per 8 persons omitting occupants of the room with attached water closet; minimum of 2 in both sexes are lodged	One per 100 persons upto 400 persons; for over 400 add at the rate of one per 250 persons or part thereof	2 for 100 persons upto 200 persons over 200 add at the rate of one per 100 persons or part thereof	1. for 1-15 persons 2. for 16-35 ,, 3. for 36-65 ,, 4. for 66-100 ,,	1. for 1-12 persons 2. for 13-25 persons 3. for 26-40 persons 4. for 41-57 persons
2.	Ablution taps	one in each water closet 1 water tap with draining arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closet and urinals.				
3.	Urinals		One for 50 persons or part thereof		Nil upto 6 persons 1. for 7-20 ,, 2. for 21-45 ,, 3. for 46-70 ,, 4. for 71-100 ,,	
4.	Wash basins	One per 100 persons omitting the wash basins installed in the room suites	One per water closet and urinal provided	One per water closet provided	1. for 1-15 persons 2. for 16-35 ,, 3. for 36-65 ,, 4. for 66-100 ,,	1. for 1-12 persons 2. for 13-25 ,, 3. for 26-40 ,, 4. for 41-57 ,, 5. for 58-77 ,, 6. for 78-100 ,,
5.	Baths	One per 100 persons omitting occupants of the room with bath in suite				
6.	Slope sinks	One per 30 bed rooms (one per floor min)				
7.	Kitchen sinks	One in each kitchen	One in each kitchen	One in each kitchen	One in each kitchen	One in each kitchen

Note: It may be assumed that the two-thirds of the number are males and one-third females.

33. *Educational Institutional (Medical) Government or Semi Public Business Occupancies.*—In the case of Educational Institutional (Medical), Government or Semi Government Business occupancies, provisions of rules 14 to 31 shall apply, subject to the modifications specified below:

(a) *Plot Requirements.*—All plot sub divisions and building layouts shall be approved by the Chief Town Planner.

(b) *Usage of Plots.*—The usage of plots proposed for development/redevelopment or for construction of any building shall be governed by the provisions contained in the Detailed Town Planning Scheme prepared for the locality:

Provided that where no such plan exits, the usage of the plot and/ or building shall be determined and/or approved by the Chief Town Planner.

(c) *Open Spaces.*—All buildings with floor area exceeding 75 square metres shall have open spaces not less than those prescribed below:

Open Spaces	*Value*
Front yard	7.5 Metres
Side yard on either side	3.0 ,,
Rear yard	7.5 ,,

(d) *Habitable Rooms.*—The carpet area of any habitable room shall not be less than 9.5 square metres with width not less than 3 metres.

(e) *Kitchen, Store, Record Room, Laundry etc.*—(1) The width of Kitchen, Store, Record room, Laundry etc., shall not be less than 2.4 metres.

(2) the headroom of such room shall not be less than 2.4 metres at any point from the floor.

(f) *Cubicles.*—Any room other than a kitchen, store, record room, laundry etc., may be subdivided by a transparent or opaque screen which shall be open at the top:

Provided that the gap between the top of the screen and the lowest point of the ceiling shall not be less than 1 metre.

Provided further that the carpet area of each sub-divided cubicle shall not be less than 6.0 sq. metres.

(g) *Corridors, Verandahs and passageways.*—The clear width of any corridor, verandah and passageway shall not be less than 1.5 metres.

(h) *Circulation Area.*—(1) The area of horizontal circulation space shall not be less than 12% of the floor area.

(2) The area occupied by vertical circulation spaces such as lifts, ramps and staircases shall not be less than 4% of the floor area.

(i) *Architecture.*—(a) Architectural features in respect of any building or buildings or parts thereof, its/their aesthetics shall be examined vis-a-vis existing structures, and/or the general characteristics and environment of historic, architectural or other monuments.

Note.— 1. The important areas and architectural importance and the monuments to be protected shall be identified by the local body in consultation with the Art Commission for the city/town.

Note.— 2. The Government may appoint an Art Commission for examining schemes for such buildings referred to in rule (1) above. This Commission may consist of the Chief Town Planner, Representatives of P.W.D., representative of local body and Archaeology Department, Government of India.

Note.— 3. The Art Commission shall examine the plans, elevations, models etc., of buildings referred to in sub-rule (i) which shall be made for the purpose, and communicate its decision in writing to the Authority within a period of 30 days from each reference.

Note.— 4. A check of monuments has to be identified and notified by the Art Commission, in which areas, these rules will operate.

Note.— 5. These alterations, modifications, adjustments and/or recommendations shall be communicated to the owner of the building/buildings, who shall incorporate them in the design before the building permit(s) is/are sanctioned under rule 9.

(j) *Fire Protection.*—(1) Items (2) and (3) of Sub-rule (a) of rule 32 shall apply for buildings under the occupancy group.

(2) All other requirements in respect of fire protection shall conform to clauses 8, 9, 10 and 12 of Part IV Fire Protection of National Building Code of India 1970 unless otherwise specified in rule 24 and shall be subject to any conditions laid down by the Authority.

(k) *Sanitation requirements.*—(1) Sanitation facilities to be provided shall be computed at the rate of not less than 1 person per every 4.75 sq. metre (or based on gross area as in Table 10) of carpet area of the building and shall be provided in numbers not less than those stipulated in Tables 1, 2, 3 and 4 below depending on the occupancy of the building.

(2) Every building shall be provided with not less than one water closet.

TABLE I

Sanitation requirements for Educational Occupancy

Sl. No.	Fitments	Nursery Schools	Boarding Institution		Other Educational Institutions	
			For boys	For girls	For boys	For girls
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	Water closet	One per 15 pupils and part thereof	One/every 10 pupils or part thereof	One/every 8 pupils or part thereof	One/40 pupils or part thereof	One/25 pupils or part thereof
2.	Ablution taps	One in each water closet. One water tap with draining arrangements shall be provided for every 50 persons or part thereof, in the vicinity of water closets and urinals.				
3.	Urinals	..	One per every 25 pupils or part thereof	—	One per every 20 pupils or part thereof	..
4.	Wash basin	One per 15 pupils or part thereof	One for every 10 pupils or part thereof	One for every 10 pupils or parts thereof	One per 40 pupils or part thereof	One per 40 pupils or part thereof
5.	Baths	One bath sink per 40 pupils	One for every 10 pupils or part thereof	One for every 10 pupils or part thereof	...	...
6.	Drinking water fountains	..	one for every 50 pupils or part thereof			
7.	Cleaners sink	One per floor minimum				

Note: For teaching staff, the schedule of fitments to be provided shall be same.

TABLE 2

Sanitation requirements for Institutional (Medical) Occupancy—Hospitals

Sl. No.	Fitments	*Hospitals with Indoor patients ward*	*Hospitals with outdoor patients*		*Administration building*	
		For males & Females	*For males*	*For Females*	*For Male Personnel*	*For Female Personnel*
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	Water Closet	One for every 8 beds or part thereof	One for every 100 persons or part thereof	Two for every 100 persons or part thereof	One for every 25 persons or part thereof	One for every 15 persons or part thereof
2.	Ablution taps	One in each water closet plus one water tap with draining arrangement in the vicinity of water closets and urinals for every 50 beds or part thereof.	One in each water closet One water tap with draining arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closet and urinals.			
3.	Wash basins	Two upto 30 beds; add one for every additional 30 beds or part thereof		One for every 100 persons or part thereof	One for every 25 persons or part thereof	
4.	Baths with shower	One bath with shower for every 8 beds or part thereof.			One on each floor	
5.	Bed pan washing sink	One for each ward				
6.	Cleaners Sinks	One for each ward minimum	One per floor minimum	One per floor minimum	One per floor minimum	One per floor minimum

(1)	(2)	(3)	(4)	(5)	(6)	(7)
7.	Kitchen sinks & dish washers (where kitchen is provided)	One for each ward	..	..	..	..
8.	Urinals	..	One for every 50 persons or part thereof	..	Nil upto 6 persons 1 for 7-20 ,, 2 for 21-45 ,, 3 for 46-70 ,, 4 for 71-100 ,, From 101 to 200 persons add at the rate of 3%. For over 200 persons add at the rate of 2.5%.	

TABLE 3

Sanitation requirements for Institutional (Medical) Occupancy (Staff-Quarters & Hostels)

Sl. No.	*Fitments*	*Doctors' Dormitories*		*Nurses' Hostel*
		For Male Staff	*For female staff*	
(1)	(2)	(3)	(4)	(5)
1.	Water closet	One for 4 persons	One for 4 persons	One for 4 persons or part thereof.
2.	Ablution taps	One in each water closet	One in each water closet	One in each water closet.
		(One water tap with draining arrangements shall be provided for every 50 persons near WC and urinals		
3.	Wash basins	One for every 8 persons or part thereof	One for every 8 persons or part thereof	One for every 8 persons or part thereof.
4.	Baths (with shower)	One for 4 persons or part thereof	One for 4 persons or part thereof	One for 4-6 persons or part thereof
5.	Cleaners' sinks	One per floor minimum	One per floor minimum	One per floor minimum.

TABLE 4

Sanitation requirements for Governmental or Semi-Public Business Occupancies

Sl. No.	*Fitments*	*For male personnel*	*For female personnel*
(1)	(2)	(3)	(4)
1.	Water closet	One for every 25 persons or part thereof	One for every 15 persons or part thereof.
2.	Ablution taps	One in each water closet. (One water tap with draining arrangements shall be provided for every 50 persons or part thereof, in the vicinity of water closet and urinals.)	One in each water closet.
3.	Urinals	Nil upto 6 persons 1 for 7-20 ,, 2 for 21-45 ,, 3 for 46-70 ,, 4 for 71-100 ,, for 101-200 persons add at the rate of 3% for over 200 persons, add at the rate of 2.5%	
4.	Wash basins	One for every 25 persons or part thereof	
5.	Drinking Water fountains	One for every 100 perons with a minimum of one for each floor.	
6.	Baths	Preferably one on each floor	
7.	Cleaners sinks	One per floor minimum preferably in or adjacent to sanitary rooms.	

34. *Assembly Occupancies.*—In the case of Assembly Occupancies the provisions of rules 14 to 31 shall apply subject to the modifications specified below:

(1) *Plot requirements.*—Sub-rule (a) of Rule 33 shall apply for all assembly occupancies.

(2) *Usage of Plots.*—Sub-rule (b) of Rule 33 shall apply for all assembly occupancies.

(3) Buildings under Assembly occupancy shall have open spaces as given below:—

Extent of Built up Area	*Nature of open space*	*Dimension*
Built up area exceeding 100 Sq. M. but below 400 Sq. M.	(a) Front yard	7.5 M
	(b) Side yards (each)	3.0 M
	(c) Rear yard	3.0 M
Built up area exceeding 400 Sq. M. but below 800 Sq. M.	(a) Front yard	10.5 M
	(b) Side yards (each)	4.5 M
	(c) Rear Yard	3.0 M
Built up area exceeding 800 Sq. M.	(a) Front yard	12.0 M
	(b) Side yards (each)	6.0 M
	(c) Rear yard	3.0 M

(4) *Requirements of Assembly spaces.*—(a) Any room in a building under assembly occupancy shall have a clear height of not less than 4.0 m. for the assembly area:

Provided that the clear headroom beneath or above the mezzanine or balcony shall not be less than 3 Metres:

Provided also that the headroom shall not be less than 2.4 metres in air conditioned rooms; and:

Provided also that the height of store room, toilets, lumber and cellar rooms shall not be less than 2.4 metres.

(b) Balconies or galleries or mezzanines shall be restricted to 25% of the total accommodation of assembly hall area and the maximum slope of the balcony or gallery or mezzanine shall not exceed 35°.

(5) *Ventilation.*—The standard of ventilation shall be 28 cu m fresh air per seat per hour; and in accordance with Part VIII Building Services, Section 1 Lighting and ventilation of National Building Code of India.

(6) *Architecture.*—Sub-rule (i) of rule 33 shall apply for all assembly occupancies.

(7) *Sanitation requirements.*—Sanitation facilities to be provided in assembly buildings shall be computed at the rate not less than 1 person per square metre of carpet area of the building and shall be provided in numbers not less than those stipulated in Tables 1, 2 and 3 below:

TABLE 1

Sanitation Requirements for Assembly Occupancy Buildings (Theatres and Auditoriums)

Sl. No.	*Fitments*	*For Public*		*For Staff*	
		Male	*Female*	*Male*	*Female*
(1)	(2)	(3)	(4)	(5)	(6)
1.	Water Closets	1 per 100 persons upto 400 persons For over 400 persons add at the rate of 1 per 250 persons or part thereof	2 per 100 persons upto 200 persons For over 200 persons, add at the rate of 1 per 100 persons or part thereof	1 for 1-15 persons 2 for 16-35 persons	1 for 1-12 persons 2 for 13-25 persons
2.	Ablution taps	One in each water closet One water tap with draining arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closets and urinals.			
3.	Urinals	1 for 50 persons or part thereof		Nil upto 6 persons 1 for 7-20 persons 2 for 21-45 persons	
4.	Wash basins	1 for every 200 persons or part thereof	1 for every 200 persons or part thereof	1 for 1-15 persons 2 for 16-25 persons	1 for 1-12 persons 2 for 13-25 persons

Note: It may be assumed that two-thirds of the number are males and one-third females.

TABLE 2

Sanitation Requirements for Assembly Occupancy Buildings (Art Galleries, Libraries and Museums)

Sl. No.	*Fitments*	*For Public*		*For Staff*	
		Male	*Female*	*Male*	*Female*
(1)	(2)	(3)	(4)	(5)	(6)
1.	Water closets	1 per 200 persons up to 400 persons For over 400 persons, add at the rate of 1 per 250 persons or part thereof	1 per 100 persons upto 200 persons For over 200 persons, add at the rate of 1 per 100 persons or part thereof	1 for 1-15 persons 2 for 16-35 persons	1 for 1-12 persons 2 for 13-35 persons
2.	Ablution taps	One in each water closet			
		One water tap with draining arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closets and urinals			
3.	Urinals	1 for 50 persons		Nil upto 6 persons 1 for 7-20 persons 2 for 21-45 persons	
4.	Wash basins	1 for every 200 persons or part thereof For over 400 persons, add at the rate of 1 per 250 persons or part thereof	1 for every 200 persons or part thereof For over 200 persons, add at the rate of 1 per 150 persons or part thereof.	1 for 1-15 persons 2 for 16-35 persons	1 for 1-12 persons 2 for 13-35 persons
5.	Cleaners' sinks	One per floor minimum			

Note: It may be assumed that two-thirds of the number are males and one-third, females.

TABLE 3

Sanitation Requirements for Assembly Occupancies (Restaurants)

Sl. No.	*Fitments*	*For Public*		*For Staff*	
		Male	*Female*	*Male*	*Female*
(1)	(2)	(3)	(4)	(5)	(6)
1.	Water Closets	One for 50 seats upto 200 seats. For over 200 seats, add at the rate of one per 100 seats or part thereof		1 for 1-15 persons 2 for 16-35 persons 3 for 36-65 persons 4 for 66-100 persons	1 for 1-12 persons 2 for 13-25 persons 3 for 26-40 persons 4 for 41-57 persons 5 for 58-77 persons 6 for 78-100 persons
2.	Ablution taps	One in each water closet. One water tap with draining arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closets and urinals			
3.	Urinals	One per 50 seats		Nil upto 6 persons 1 for 7-20 persons 2 for 21-45 persons 3 for 46-70 persons 4 for 71-100 persons	
4.	Wash basins	One for every water closet provided			
5.	Kitchen sinks and dish washers	One in each kitchen			
6.	Slop or service sinks	One in the restaurant			

Note: It may be assumed that two-thirds of the number are males and one-third females.

Provided that the provision of sanitation facilities for staff personnel shall be in addition to those for the public.

(8) *Fire protection.*—(a) Items (1) to (3) of Sub-rule (a) of rule 32 shall apply for buildings under this group irrespective of the number of floors.

(b) Every such building shall be constructed of the fire resistant material throughout.

(c) Every place of assembly with a capacity of upto 600 persons shall have a minimum of two separate exits as remote from each other as practicable:

Provided that where the capacity ranges from 601 to 1000 persons, such place of assembly shall have a minimum of two separate exits as remote from each other as practicable, with each exit of not less than 2 unit widths:

Provided further that where the capacity ranges over 1001 persons, suc place of assembly shall have a minimum of 4 separate exits as remote from each other as practicable.

(d) When more than one auditorium or assembly hall is housed in the same building the exit requirements and fire escape provisions computed for each of the two units shall not be mutually exclusive but shall be complimentary.

(e) All other requirements in respect of fire protection in Assembly buildings shall conform to clause 11 of Part IV Fire Protection of National Building Code of India 1970 unless otherwise specified in rule 24 shall be subject to any condition laid down by the Authority.

(9) In the case of the cinema theatres, the location, size and building construction shall conform to the rules under the Kerala Cinematographic Rules 1975. Further the cinema buildings shall conform to IS: 4878-1968 Bye-laws for Construction of Cinema Buildings.

35. *Mercantile (Commercial) Occupancy.*—In the case of Mercantile (Commercial) Occupancies the provisions of rules 14 to 31 shall apply subject to the modifications specified below:

(1) *Size of a shop.*—Every shop unit shall have a carpet area of not less than 15.0 square metre, with a width not less than 3.0 metre:

Provided that in the case of stalls in markets, the carpet area of such stall shall not be less than 5.0 square metre with a width not less than 2.0 metre:

(2) *Side Yard.*—Every building of two or more storeys in area zoned for commercial purposes in the Development Plan for the town or city or Detailed Town Planning Schemes for the locality, and abutting on public street of not less than 7.0 metre width, may not provide any side yard:

Provided that in case any window or ventilator or such other openings is envisaged or any side of the building, the building shall have a clear side space of 1.5 metre on that side.

(3) *Rear Yard.*—The rear yard shall not be less than 1.5 metre.

(4) The access serving any commercial area shall not be less than 12 metre in width if the area is distant more than 20 metre from the public street, except in the case of cul-de-sac not exceeding 150 metre where the minimum width shall be 9 metre.

(5) *Covered path Ways.*—All stalls in public markets shall be provided with a covered access passage of not less than 1.8 metre width.

(6) *Fish and Meat Stalls.*—Fish and meat stalls in a public market shall invariably be provided with a fly proof enclosure. The access passage in these stalls shall have minimum width of 2 metre.

(7) *Sanitation Requirements.*—Sanitation facilities to be provided for occupants in this group shall be as stipulated in Table below:—.

TABLE

Sanitation Requirements for shops and Commercial Offices

Sl. No.	*Fitments*	*For Personnel*
(1)	(2)	(3)
1	Water Closet	One for every 25 persons or part thereof exceeding 15 (including employees and customers). For female personnel 1 per every 15 persons or part thereof exceeding 10.
2	Drinking water fountain	One for every 100 persons with a minimum of one for each floor.
3	Wash basin	One for every 25 persons or part thereof.
4	Urinals	Same as Sl. No. 3 of Table 18.
5	Cleaner's sink	One per floor minimum, preferably in or adjacent to toilets.

Note.—Number of customers for the purpose of the above calculation shall be the average number of persons in the premises for a time interval of one hour during the peak period. For male-female calculation a ratio of 1:1 may be assumed.

Provided that the provision of sanitation facilities for staff personnel shall be in addition to those provided for public:

(8) *Fire Protection.*—(a) Item (2) except the note thereunder and item 3 of sub rule (a) of rule 32 shall apply for all buildings exceeding 2 floors.

(b) The note to item (2) of sub rule (a) of rule 32 shall apply for all buildings.

(c) All other requirements in respect of fire protection in mercantile (commercial) buildings shall conform to clause 13 of Part IV Fire Protection of National Building Code of India 1970 unless otherwise specified in rule 24 and shall be subject to any condition laid down by the Authority.

36. *Industrial Occupancy.*—(1) *Location Layout and usage of plots.*—(a) Location of the industry shall conform to the provisions contained in rule 3 (1) of Kerala Factories Rules, 1957 or any other Central or State Acts or Regulations in respect of industrial location and licencing in force.

(b) *Layout.*—Sub rule (a) of rule 33 shall apply.

(c) *Usage of plot.*—Sub rule (b) of rule 33 shall apply.

(2) *Open spaces.*—Notwithstanding anything contained in the provision of sub-rule (3) of rule 15, all buildings with built up area exceeding 75 square metre or the power used exceeds 30 H.P. and or the number of workers exceed 20 shall have open spaces not less than those prescribed below:

	Open spaces	*Value*
(a)	Front yard	7.5 metres
(b)	Side yard on either side	3.0 metres
(c)	Rear yard	7.5 metres

Provided that sub rule (5) of rule 15 shall apply for all buildings exceeding 10 m. in height;

Provided further that accessory uses may be permitted within the open spaces specified above subject to the provision of sub rule (7) of rule 15, which would operate independently for all accessory uses buildings and provided further sub rule (2) of rule 17 would operate for all buildings taken collectively.

(3) Notwithstanding anything contained in the provisions of sub-rule (5) (c) (i) of rule 14, the right of way of every access street in any development or re-development of land under industrial occupancy, shall not be less than 7.0 m. and shall be motorable:

Provided that in all existing developed areas, other than industrial areas where light industrial use is permissible, the minimum width of approach to the plot shall not be less than 3 m.

(4) *Size of work rooms.*—All work rooms in buildings under this occupancy shall be provided with a carpet area computed at a rate, not less than 3.4 square metre* per person employed in such rooms, exclusive of carpet area occupied by the machinery and breathing space of 15.0 square metre per worker:

Provided that the area of any work room shall not be less than 9.5 square metre.

(5) *Height of work rooms.*—The minimum height of work room shall depend upon the type of industry, the noxious gases which might be produced, or the heat generated due to the process, the specification of room construction, the number of workers employed in any work area and the comfort conditions available through installation of mechanical ventilation or airconditioning system. Notwithstanding these requirements, the height of any work room shall not be less than 3.6 metres measured from the floor level to the lowest point in the ceiling:

Provided that in the case of airconditioned or aircooled work rooms, wherein the manufacturing process does not give out any obnoxious gases, fumes or dust injurious to health, the height of such work rooms shall not be less than 3.0 metre subject to any conditions laid down by the Authority.

(6) *Height of other Ancillary Rooms.*—Height of Office, laboratory, entrance hall, canteen, clock room, etc., shall not be less than 3.0 metre:

Provided that in the case of store rooms and toilets, the height shall not be less than 2.4 metre.

(7) *Disposal of Trade wastes and Effluents.*—(a) In the case of a factory where the internal drainage system is proposed to be connected to the public sewerage system, prior approval of the arrangements shall be obtained from the Pollution Board and Water and Drainage Authority. In such case, the internal drainage system of a factory shall be connected by means of a suitable trap so as to exclude volatile or other objectionable matters.

(b) The industrial sewage effluents, if proposed to be discharged into nearby water bodies such as rivers, lakes, canals or sea, the dilution of such waste shall be such that the water bodies are not polluted:

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* See Table 10 for gross area calculations.

Provided that such effluent shall be got tested as to its harmlessness to the satisfaction of the Pollution Board and as per the Indian Standards.

IS: 4733-1972 Methods of sampling and test for sewage effluents (first revision); and

IS: 4764-1973 Tolerance limits for sewage effluents discharged into inland surface waters (first revision).

(c) Disposal of industrial wastes and effluents shall conform to the provisions of the following Indian Standards:—

(i) IS: 2296-1974 Tolerance limits for inland surface wastes subject to pollution (first revision).

(ii) IS: 2488 (Part I to V)-1966 Methods of sampling and test for industrial effluents.

(iii) IS: 2490 (Part I to VIII)-1974 Tolerance limits for industrial effluents discharged into inland surface waters.

(iv) IS: 3306-1974 Tolerance limits for industrial effluents discharged into public sewers (first revision).

(v) IS: 4903-1968 Guide for treatment of effluents of cane sugar industry.

(vi) IS: 5061-1968 Guide for treatment of effluents of pulp, paper and board industries.

(vii) IS: 5183-1969 Guide for treatment of effluents of tanning industry.

(viii) Any other Indian Standards for treatment and disposal of industrial wastes and effluents published from time to time:

Provided that the approval of the Pollution Board shall be obtained in all cases.

(8) *Sanitation Requirements.*—The minimum sanitation facilities to be provided for industrial occupancy building shall be as stated in Table 23.

(9) *Fire protection.*—(a) Items (2), (3) & (4) of sub-rule (a) of rule 32 shall apply to all buildings.

(b) All other requirements in respect of fire protection in industrial buildings shall conform to clause 14 of Part IV Fire Protection of National Building Code of India 1970 unless otherwise specified in rule 24 and clause (a) above subject to any conditions laid down by the Authority.

(10) *Crematoria, burning and burial grounds.*—The authority with approval of Collector of District shall regulate the location and area limits of Crematoria, Burning and Burial Grounds including cemetery. Further the Authority shall prohibit certain burning or burial grounds located in certain areas which in their opinion is dangerous or likely to be dangerous to the health and well being of the persons living in the neighbourhood or to be offensive to such persons;

Provided that an appeal shall lie against the Collector's decision to the Government who may issue such orders as is deemed fit.

TABLE 23

Sanitation requirements for Industrial Occupancies

Sl.No.	*Fitments*	*For male personnel*	*For female personnel*
(1)	(2)	(3)	(4)
1.	Water Closets	1 for 1-15 persons 2 for 16-35 ,, 3 for 36-65 ,, 4 for 66-100 ,, From 101 to 200 persons, add at the rate of 3%. From over 200 persons, add at the rate of 2.5%	1 for 1-12 persons 2 for 13-25 ,, 3 for 26-40 ,, 4 for 41-57 ,, 5 for 58-77 ,, 6 for 78-100 ,, From 101 to 200 persons, add at the rate of 5%. From over 200 persons, add at the rate of 4%
2.	Ablution taps	1 in each water-closet 1 water tap with draining arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closet and urinals.	1 in each water-closet.
3.	Urinals	Nil upto 6 persons 1 for 7-20 ,, 2 for 21-45 ,, 3 for 46-70 ,, 4 for 71-100 ,, From 101 to 200 persons, add at the rate of 3%. From over 200 persons add at the rate of 2.5%	
4.	Washing taps with draining arrangements	1 for every 25 persons for part thereof.	1 for every 25 persons or part thereof.
5.	Drinking water fountains	1 for every 100 persons with minimum of one on each floor	
6.	Baths (preferably showers)	As required for particular trades or occupations.	

37. *Storage (including warehousing) Occupancy.*—In the case of Storage (including warehousing) occupancies the provisions of Rules 14 to 31 shall apply subject to the modifications specified below:—

(1) *Plot requirements.*—Shall be as specified in sub rules (a) to (c) of rule 33.

(2) *Rat-proofing of buildings.*—Every building or part thereof, designed or intended for the handling of storage of food stuffs shall conform to the requirements specified below:

(a) Every such building unless supported on posts shall have continuous foundation walls extending from at least 60 cm. below ground level to at least 15 cm. above ground level or shall have a continuous floor of masonry or reinforced concrete or other equally rat-proof material.

(b) All openings in such foundations or floors, windows and drains and all junctions between foundations and walls of the building shall be effectively rat-proofed. Windows and Doors, shall be securely covered with rat-proof screening or grillage or shall be tightly closed with metal sheeting, concrete or other equally rat-proof material.

(3) *Sanitation requirements.*—Sanitation facilities shall be provided as stipulated below:—

(a) *Water Closet.*—Wharehouse occupancy shall be provided at the rate, one Water Closet for the first 50 males or part there of and two water closets for the first 50 females and part thereof, and thereafter shall be provided at the rate of one water closet for every additional 70 persons or part thereof, male or female as the case may be

(b) Warehouse occupancy shall be provided at the rate of one urinal for every 100 males or part thereof.

(c) Drinking water fountains shall be provided at the rate of one for every 100 persons or part thereof.

(d) Washing facilities shall be provided at the rate of one for 50 persons or part thereof.

(e) The number of sanitation facilities like water closet, urinals etc., to be provided shall in no case be less than as computed at the rate of 1 person per every 30 square metre of the gross floor area of the building.

(4) *Protection from fire:*—The provisions of clauses (2) and (3) of sub-rule (a) of rule 32 shall apply for all storage (including warehousing) buildings.

(b) Every building or structure used for storage shall have access to at least one exit for every 400 square metre gross area or for every 10 persons of occupancy, the number of exits shall be governed by the limiting travel distances, specified in sub rule (2) of rule 24.

(c) All other requirements in respect of fire protection shall conform to clause 15 of part IV fire protection of National Building Code of India 1970 unless otherwise specified in rule 24 and shall be subject to any conditions laid down by the Authority.

Note:—For many trades of a dirty or dangerous character, more extensive provisions are required.

38. *Hazardous Occupancy.*—In the case of Hazardous occupancies the provisions of rules 14 to 31 shall apply subject to the following modifications:—

(1) *Plot requirements.*—Shall be a specified in sub rules (a) and (b) of rule 33.

(2) *Usage of plots.*—Sub rule (b) of rule 33 shall apply to all hazardous occupancies.

(3) *Open spaces.*—There shall be a minimum open space of 10 m. all around for the hazardous buildings.

(4) *Sanitation requirements.*—Sub rule (3) of rule 37 shall apply for all buildings under hazardous occupancy.

(5) *Disposal of Trade Wastes and Effluents.*—Sub rule (7) of rule 36 shall apply for all buildings under hazardous occupancy.

(6) *Fire protection.*—(a) Items (2) and (3) of sub rule (a) of rule 32 shall apply for all hazardous buildings.

(b) All other requirements in respect of fire protection in hazardous occupancy buildings shall conform to clause 16 of part IV Fire Protection of National Building Code of India 1970 and shall be subject to any condition laid down by the Authority.

(7) *Petrol Filling Station.*—The location of the petrol filling stations and its layout shall be approved by the Authority in consultation with the Collector of the District and Chief Town Planner depending upon width of roads and traffic generated, location with respect to points of intersections and nearness to occupancies of educational, assembly, mercantile, storage and hazardous uses.

39. *Traffic Terminal Stations.*—(1) The location of traffic terminal stations like municipal bus stands, interstate bus terminals, railway stations and air ports shall be decided by the Authority in consultation with the Chief Town Planner, keeping in view the access roads, traffic congestion in the locality etc., and the construction of building shall conform to these rules.

(2) *Sanitation Requirements.*—The sanitation requirements for bus or train station and airports shall be as stated in Table below, provided separate provision is made for staff and workers at these traffic terminal stations. Further for smaller stations handling passenger volume upto 300 people, there shall be a minimum provision of two non-service type latrine one each for males and females and one non-service type urinal for males.

(a) In airports, the following provisions shall be made in addition to those given in the said Table.

(i) *Wash Basins.*—At the following rates:

(a) Domestic Airports—Minimum of 2 each for males and females with the scale of provisions as given at (b) for increased population.

(b) International Airport— 10 for 200 persons
15 for 400 ,,
20 for 600 ,,

(ii) *Shower Stall—With wash basin:*

(a) 4 stalls each in the females' and males' toilets in the transit/departure lounge.

(b) 4 stalls each in the females' and males' toilets in the main concourse.

TABLE

Sanitation Requirements for Large Stations and Airports

Sl. No.	*Place*	*W.C. for Males*	*W.C. for Females*	*Urinals for Males only*
(1)	(2)	(3)	(4)	(5)
1.	Junction Stations, intermediate stations and bus stations	3 for first 1000 persons and 1 for every subsequent 1000 persons or part thereof	4 for first 1000 persons and 1 for every additional 1000 persons	4 for every 1000 persons and 1 for every additional 1000 persons.
2.	Terminal stations and bus terminals	4 for first 1000 persons and 1 for every subsequent 1000 persons or part thereof	5 for first 1000 persons and 1 for every subsequent 3000 persons or part thereof	6 for first 1000 persons and 1 for every additional 1000 persons or part thereof
3.	Domestic airports, Minimum	2*	4*	2*
	for 200 persons	5	8	6
	for 400 persons	9	15	12
	for 600 persons	12	20	16
	for 800 persons	16	26	20
	for 1000 persons	18	29	22
4.	International airports			
	for 200 persons	6	10	8
	for 600 persons	12	20	16
	for 1000 persons	18	29	22

Note: Provision for wash basins, bath including shower stalls, shall be made depending on the nature of the station and the passengers handled [See Rule 39(2)(a)]

* At least one Indian style water closet shall be provided in each toilet. Assume 60 males to 40 females in any area.

40. *Signs and Out-door Display Structures.*—The display of advertising signs on building and land and space shall be in accordance with Part X Signs and Out-door Display structures of National Building Code of India, 1970. The Authority may also frame additional Rules for advertising sign control in special areas depending upon the layout of buildings and locality concerned. The Authority may also frame rules for the construction of bus shelters on roads and road furniture.

41. *Saving.*—Nothing in these rules shall apply to a building permit issued under the Kerala Municipal Building Rules, 1968, the period specified in which had not expired at the commencement of these rules.

APPENDIX A

[*See* Rule 7 (i)]

Form for Application for Development/Redevelopment of Land

To

The Commissioner,

..................Corporation/Municipality.

Sir,

I, intend to develop/redevelop the land in Survey Number............of ....Village in.................Taluk........................ I forward herewith the site plan, service plan and specifications in triplicate duly signed by me and by.......................... (name in block letters of the licensed Architect/Engineer/Town Planner/Group), Licence No......................together with the following documents. I hereby undertake to abide by the provisions of the Kerala Building Rules, 1984 in all respects.

1. Proof of Ownership on the land concerned.
2. Attested copy of receipt of payment of application fee.

I request that the development/redevelopment may be approved and development permit under rule 9 (1) granted to me.

Signature of Owner...................

Name of Owner......................

(in block letters).

Address ....

....

Date:

APPENDIX B

[*See* Note (3) under rule 7 (2) b]

Provisions Regarding Licence

1. *Issue of licence.*—The authority may, on application, issue licence to any person mentioned in column (1), if he possesses the qualifications mentioned in column (2) to perform the functions mentioned in column (3) of the Table below:.

TABLE

Persons	*Qualifications*	*Functional*
(1)	(2)	(3)
Architect	(1) Associate membership of the Indian Institutes of Architects; or (2) Any degree or Diploma required for membership of the Indian Institute of Architects; or (3) Any of the qualifications included in the Schedule to Architects Act, 1972 (Central Act 20 of 1972) with registration in the Register of Architects for India	(1) To sign plans, drawings and specifications in connection with development permit for areas upto the extend of one hectare. (2) To issue certificates of supervision in connection with development permit for areas upto the extent of one hectare pertaining to road work, water supply, drainage, sewerage and light installations. (3) To prepare and sign all plans and information connected with the building permit. (4) To prepare and sign structural design and calculations, for buildings on plots upto 500 sq. m. and upto to 3 stories, or 11 metres height.

(1)	(2)	(3)
		(5) To issue certificate of supervision and completion for all buildings.
Engineer	(1) Corporate membership (Civil) of the Institution of Engineers; or (2) Any degree or diploma in Civil or Municipal Structural Engineering which is required for the corporate membership in the Institution of Engineers or which is required for appointment to the post of Junior Engineer	(1) To sign plans, drawings and specifications in connection with development permit for area upto the extent of one hectare. (2) To issue certificates of supervision in connection with development permit for areas upto the extent of one hectare pertaining to road work, water supply, drainage, sewerage and height installations. (3) To prepare and sign all plans information connected with building permit. (4) To prepare and sign structural designs and calculations connected with all types of buildings. (5) To issue certificates of supervision and completion for all types of buildings.
Town Planner	(1) Associate membership of the Institute of Town Planners, or	(1) To sign plans, drawings and specifications in connection with development permit of all areas.

(1)	(2)	(3)
	(2) Any degree or diploma in Town and Country Planning which is required for associate membership of the Institute of Town Planners or which is required for appointment to the post of Assistant Town Planners.	(2) To issue certificate of supervision for development permit of all areas.
Supervisor	(1) Three years Architectural Assistantship with two years experience; or (2) Diploma in Civil Engineering with two years experience; or (3) Draftsman in Civil Engineering from Industrial Training Institute with five years experience under an Architect or Engineer. (4) Any other qualifications which is required for appointment for the post of Draftsman/Surveyor in P.W.D./P.H.E.D./ Town Planning Department of Kerala Government with 10 years experience under an Architect or Engineer.	(1) To prepare and sign plans and other specifications connected with buildings upto 300 sq. m. of total area on all floors and upto 2 storeys or 7.5 M in height. (2) To issue certificates of supervision and completion for all types of buildings comes under I above.

Note.—1. The authority may issue licence to any agency of group comprising or qualified Architect/Engineer/Town Planner.

Note.—2. The agency or group so licensed is competent to sign plans, drawings designs and calculations and specifications on the basis of the stipulations and conditions in the licence issued to it.

Note.—2a. A person qualified in more than one particular profession shall be permitted to exercise the functional competency of such other profession as well.

Note.—3. Every licence so granted shall be valid for one year and may thereafter be renewed for a further period of one year at a time.

Note.—4. Licence fee as specified below shall be chargeable in respect o each licence, namely:—

(1)	For the issue of a licence to the Architect/ Engineer/Town Planner	Rs. 50
(2)	For the renewal of licence to the Architect/ Engineer/Town Planner	Rs. 30
(3)	Issue of Licence to a Supervisor	Rs. 25
(4)	For the renewal of licence to a Supervisor	Rs. 15
(5)	Issue of licence to a Group or Agency	Rs. 250
(6)	Renewal of licence to a Group or Agency.	Rs. 150

APPENDIX C

[*See* rule 7 (2) (d) and 8 (3) (c)]

Form for Supervision

I hereby certify that the development/re-development of land/erection/re-erection/demolition/material alteration of a building in Door No...... Ward No.........located in Survey Number........of............Village in.... ....Taluk shall be executed under my supervision and that all work, materials, workmanship and construction shall be in accordance with the plans and specifications submitted by................................ ....as approved by the Commissioner........................ ....Corporation/Municipality.

Signature ....

Name...

(in block letters)

Address ....

....

Date:.

(To be filled in by licensed Architect/Engineer/Town Planner/Supervisor/Group).

APPENDIX D

[*See* rule 8 (i)]

Form for application to erect, re-erect, demolish or make alteration to a Building

To

The Commissioner,

..........................Corporation/Municipality.

Sir,

I intend to erect/re-erect/demolish/make alteration to a building in Door No..................Ward No...............Survey No........ in.......................Village in.......................... Taluk. I forward herewith the site plan, building plan, service plan and general specification in triplicate/quadruplicate duly signed by me and by.......... .... (name in block letters of licensed architect/engineer/supervisor/group) licence No.....................together with the following documents. I hereby undertake to abide by the provisions of the Kerala Building Rules 1984 in all respects.

1. Proof of owner-ship on the land concerned.

2. Attested copy of receipt for payment of application fee.

I request that the building erection/re-erection/demolition/alteration of the building may be approved and building permit under rule 9 granted to me.

Signature of owner.................

Name of owner....................
(in block letters)

Address..........................
....

Date:

APPENDIX E

[*See* rule 8 (i) and rule 32 (d) (1)]

Form for application to erect or re-erect a Hut

To

The Commissioner,

....................Corporation/Municipality.

Sir,

I intend to erect/re-erect/alter a hut in Door No. ....Ward No.........in Survey No.....................of..................Village in........ ....Taluk. I forward herewith the following duly signed by me:

1. Diagrammatic sketch of proposed hut (triplicate).
2. General description of work (triplicate).
3. Proof of ownership of land.
4. Copy of receipt for payment of application fee.

I hereby undertake to abide by the provisions of the Kerala Building Rules, 1984 in all respects.

I request that the erection/re-erection/alteration may be approved and permission accorded to me to execute the work.

Signature of owner.....................

Name of owner.........................
(in block letters)

Address ....
....

Date:

APPENDIX F
[*See* rule No. 9 (1)]

Form for sanction or refusal of a Building Permit/ Development Permit

From

The Commissioner,

..........................Corporation/Municipality.

To

....

....

....

Sir,

With reference to your application..........................dated ....for grant of permit for the development/re-development of land/erection/re-erection/demolition/material alteration of building with Door No...............Ward No............in Survey No.................. ...of.......................Village in........................ Taluk...........................of Registration of..................
I have to inform you that the sanction has been granted/refused by the Authority on the following grounds.

1.
2.
3.
4.
5.
6.

Office Communication No............ Signature.......................

Name and Designation............

....

Of the Commissioner;..........

....

Office Seal

....

Date: Corporation/Municipality

....

APPENDIX G

[*See* rule 12 (2)(d)]

Form for notice for Commencement

I hereby declare that the development/re-development of land/erection/re-erection/demolition/material alteration of building with Door No.......... Ward No........................in Survey No..............of.......... ....Village in.......................Taluk will be commenced in accordance with the plans, specifications and directions approved under development permit/building permit ....dated ....I also certify that the work will be supervised by M/s... .... (Licensed Architect /Engineer/Town Planner/Supervisor/Group) Licence No....................................

Signature of Owner......................

Name of Owner.......... ....
(in block letters)

Address of Owner..........................

Date: ....

....

APPENDIX H

[*See* rule 12 (2) (f) and 13 (1)]

Form for Completion Certificate

I hereby certify that the development/re-development of land/ erection/ re-erection/demolition/material alteration of building with door No.......... Ward No.............. in Survey No..................of.................... Village in ....Taluk approved under development permit/building permit No...............dated......................... and supervised by M/s... (Licensed Architect /Engineer/Town Planner /Supervisor/Group) Licence No..........................has been completed.

Signature of Owner.....................

Name of Owner.........................
(in block letters)

Address of Owner......................

Date: ....

CERTIFICATE

This is to certify that the development/re-development or erection/re-erection/demolition/material alteration of building door No............. in ward No.............in Survey No.............of................. Village in ....Taluk, which has been supervised by me has been built in accordance with the plans, specifications and directions approved in development permit /building permit No..................dated..........................

Signature of licensed Architect/Engineer/
Town Planner/Supervisor/Group...........

Name of licensed Architect/Engineer/Town Planner/Supervisor/Group ....
(in block letters)

Licence No...............................

Date: Address.................................

....

Appendix I

[*See* rule 12 (2) (g) and 13 (2)]

Form for Development Certificate

I hereby certify that the development/re-development of land in Survey No..........................of..Village in ....taluk applied for by.............................. (Name and address of applicant) permitted under development permit No..................dated..................and completed under the supervision of M/s...(Name and address of licensed Architect/Engineer/Town Planner/Group), licence No...................has been inspected by me and that the development/re-development executed, is in accordance with the development permit cited above, and the provisions of the Kerala building Rules 1984. I also certify that the developed/re-developed land is now fit for building construction.

Signature of Commissioner..................

(Seal) ....

(Corporation/Municipality).

Date:

Appendix J

[*See* rule 12 (2) (g) and 13 (3)]

Form for Occupancy Certificate

I hereby certify that the erection/re-erection/material alteration of building door No................Ward No..................in Survey No..................of...................Village in.......................................taluk by...

(Name and address of applicant) permitted under building permit No...............dated...............and completed under the supervision of M/s..(Name and address of Licensed Architect/Engineer/Town planner/Supervisor/Group. Licence No................................has been inspected by me and

that the building executed, is in accordance with the building permit cited above and the provisions of the Kerala Building Rules, 1984. I also certify that the building is nowfit for occupation.

Signature of Commissioner.............

....

(Seal)

Corporation/Municipality.

Date:

By order of the Governor,

C. GOPALAKRISHNAN,
Deputy Secretary

Explanatory Note

(This does not form part of the notification but is intended to indicate its general purport.

The Government have decided to revise the existing Kerala Municipal Building Rules 1968, on the basis of the National Building Code and as by prepared the Building Bye-laws study group. The notification is intended to achieve the above object.

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